

TOWN OF MEDFIELD

MEETING NOTICE

POSTED:

RECEIVED
TOWN OF MEDFIELD, MASS
TOWN CLERK

2019 MAY 23 P 2:35

OFFICE OF THE
TOWN CLERK

POSTED IN ACCORDANCE WITH THE PROVISIONS OF M.G.L. CHAPTER 39 SECTION 23A AS AMENDED.

Board of Selectmen

Board or Committee

<u>PLACE OF MEETING</u>	<u>DAY, DATE, AND TIME</u>
Town Hall, Chenery Meeting Room, 2 nd floor	Tuesday May 28, 2019 @ 6:00 PM

AGENDA (Subject to change)

6:00 PM Call to order

Disclosure of video recording

We want to take a moment of appreciation for our Troops serving in the Middle East and around the world

6:00 PM Powers & Sullivan, LLC, Wakefield MA, Town Auditors / discuss FY2018 Audit

7:00 PM Appointments

Town Clerk to swear-in Police Chief Michelle Guerette

Sally Bangoura / request common victualler license for new restaurant at 26 Park Street

Sarah Raposa, Town Planner and Darci Schofield, MAPC / discuss Medfield Hazard Mitigation Plan and Municipal Vulnerability Preparedness Plan Listening Session

State Hospital Development Committee, Todd Trehubenko, Chair / summary and findings

Medfield Garden Club / request Town contribution to Club's civic beautification efforts

7:30 PM Public Hearing / Zelus Beer Company requests a pouring permit from the Town;
location One Green Street

Citizen Comment

Action Items

DPW Director Maurice Goulet requests the Selectmen Vote to award contracts for Water and Sewer Treatment Chemicals

Deputy Police Chief John Wilhelmi retiring from the Medfield Police Department effective June 22

Vote to sign MassDOT Project Eligibility Notification for the bridge over the Charles River, Route 109

Discuss the 2020 Census New Construction Participation Program

Michael Weintraub resigns from the Transfer Station and Recycling Committee

Pending

Fraud Risk Assessment Policy

Licenses and Permits (consent agenda)

The Gazebo Players of Medfield will perform their production of *All's Well That Ends Well* at Rocky Woods Reservation on July 20 and 21st. Requests permission to post signs July 8 through Sunday July 21 advertising their eighteenth summer production

Medfield High School Science Olympiad Club requests permission to hold car wash behind Town Hall Saturday June 1, 2019 10AM-1PM

Town Administrator Update

Minutes

November 6, 2018

November 27, 2018

December 11, 2018

December 18, 2018

January 9, 2019

Review Board of Selectmen Action List

Selectmen Report

Informational

Town received SRECI's in the amount of \$15,992.08

Board of Appeals decision no. 1362, 1364; copy of Abutters Notice for 35 Hillcrest Road

Copy of Board of Appeals Public Hearing Protocols

Conservation Commission Order of Conditions for 49 Dale Street, owner Clifford Monac

RECEIVED
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TOWN CLERK

Medfield Municipal Vulnerability Preparedness and Natural Hazard Mitigation Plans Public Listening Session

May 28, 2019

Sarah Raposa, Medfield Town Planner

Darci Schofield, MAPC Senior Environmental Planner



Google

MVP and HMP: Presentation Outline

1. Municipal Vulnerability Preparedness Program (MVP)
2. MVP Summary of Findings
3. Natural Hazard Mitigation Update
4. Timeline and Next Steps



Natural Hazard Mitigation: Historic Extreme Weather Events and Hazards
(Earthquakes)

+

Municipal Vulnerability Preparedness: Future Climate Change Projections


=

Medfield Community Resilience




Municipal Vulnerability Preparedness Workshop:

Program Description



Commonwealth of Massachusetts
Executive Office of Energy and Environmental Affairs
Municipal Vulnerability Preparedness Program

State and local partnership to build resiliency to climate change



The Municipal Vulnerability Preparedness (MVP) program helps communities in Massachusetts to:

- Define extreme weather and natural and climate related hazards
- Identify existing and future vulnerabilities and strengths
- Develop and prioritize actions for the community
- Identify opportunities to take action to reduce risk and build resilience

<https://www.mass.gov/files/mvp-training-opening.pdf>



Municipal Vulnerability Preparedness Workshop:

Summary of Climate Change Risks

Climate Risk	1900-Present	2050	2100
Sea Level Rise	11" in Boston Harbor	~2 feet*	7.4 feet*
Temperature	2° locally and globally	~40 days over 90°	~60days over 90°
Precipitation	>10% increase in Boston; 70% increase NE US	9 days with >1" Precipitation Events	1% Chance Storm becomes a 25% Chance Storm

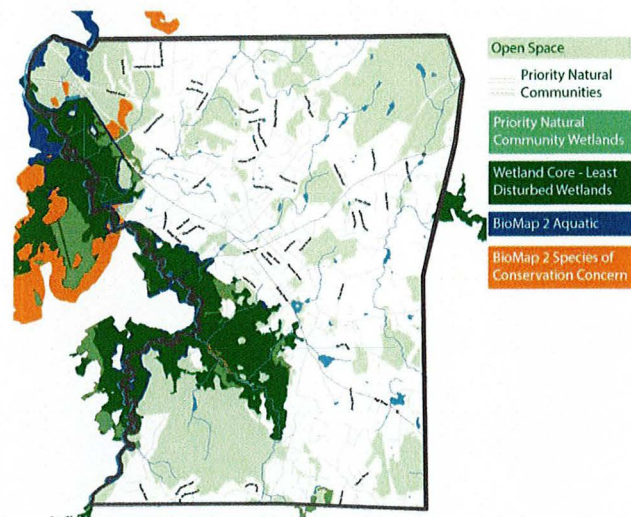
* This model assumes high emissions scenario or no emission reductions measures.



Municipal Vulnerability Preparedness Workshop:

Summary of Municipal Strengths

1. Drinking Water Quality and Quantity
2. Natural Assets and Ecosystems
3. Community Services
4. Climate Change Initiatives



Tree Benefits	Annual Capture	Annual Value
Carbon Sequestration	4,473 tons CO ₂	\$760,000
Air Pollution	453,000 lbs. pollutants	\$1,500,000
Avoided Stormwater Runoff	76MG	\$680,00

Tree Analysis from iTree Landscape. Modeled 2018

Municipal Vulnerability Preparedness Workshop:

Summary of Vulnerabilities

Medfield Areas of Concern to Climate Change			
Neighborhoods	Society	Infrastructure	Environment
Charles River at Route 109	Senior Citizens	Bridge Over Charles River at Millis/Medfield Boundary	Trees-Management and Protection
Causeway Street Area	Low Income Individuals	Road, bridges, and culverts.	Air Quality
Hartford and Main Street neighborhood	People susceptible to extreme heat	Septic and Sewer	Stormwater Management/Water Quality
High School Campus	New Residents	Danielson Pond Dam	Forest Fires



Municipal Vulnerability Preparedness Workshop:

Priority Actions Voting Results

Category	Action	Dot Count
Environment	Feasibility on water conservation measures, regulations, and incentives. Require irrigation system permits. Avoid drinking water plant replacement of \$8 million	10
Infrastructure	Raise route 109 roadway over Charles River. Collaborate with Mills on a feasibility Study and Stat plan repair	10
Infrastructure	Cool the High School Urban Heat Island with Green Roof, Solar Panels, and Tree Planting	5
Infrastructure	Generator at Council on Aging-secure funding and install	10
Environment	Outreach and education on best management practices for MS4 and clean water quality.	5
Society	Welcome new residents with an outreach program. Recruit new volunteers and update the website regularly.	5
Environment	Town-wide tree plan for maintenance and Planting, education/outreach on importance of trees and species of trees. Create requirement for tree planting with new development. Consider forest management on public and private land.	5
Society	Improve relationship between Town and new residents. Ensure town services are accessible to new residents.	5
Environment	Update and Strengthen Stormwater Bylaws and Regulation	5
Infrastructure	Engineering study to determine repairs needed for Danielson Pond dam	5
Infrastructure	Culvert capacity design and maintenance study	5
Infrastructure	Feasibility on sewer system capacity/usability w/high water table and extreme precipitation. Connect to MS4 compliance.	5

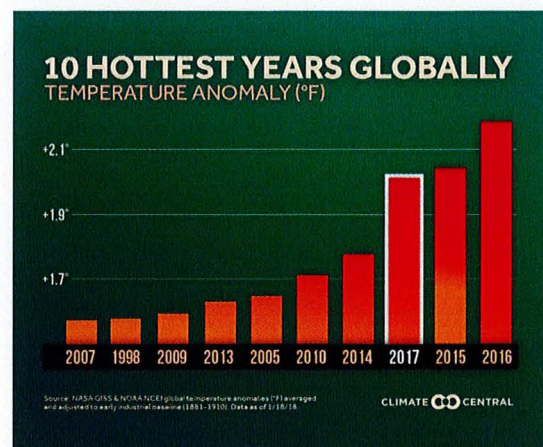


Medfield Natural Hazard Mitigation:

What is Hazard Mitigation?

To permanently reduce or prevent losses of life, injuries and property damage by using long-term strategies.

With MVP-Align actions to mitigate historic natural hazards with future climate change projections.



Source: Nasa GISS & NOAA NCEI global temperature anomalies adjust to early industrial baseline (1881-1910). As of 1/18/18

What preventive actions are being taken **NOW** to reduce future risks and damages?

What additional actions can be taken in the **FUTURE**?



Medfield Natural Hazard Mitigation:

Plan Development Steps

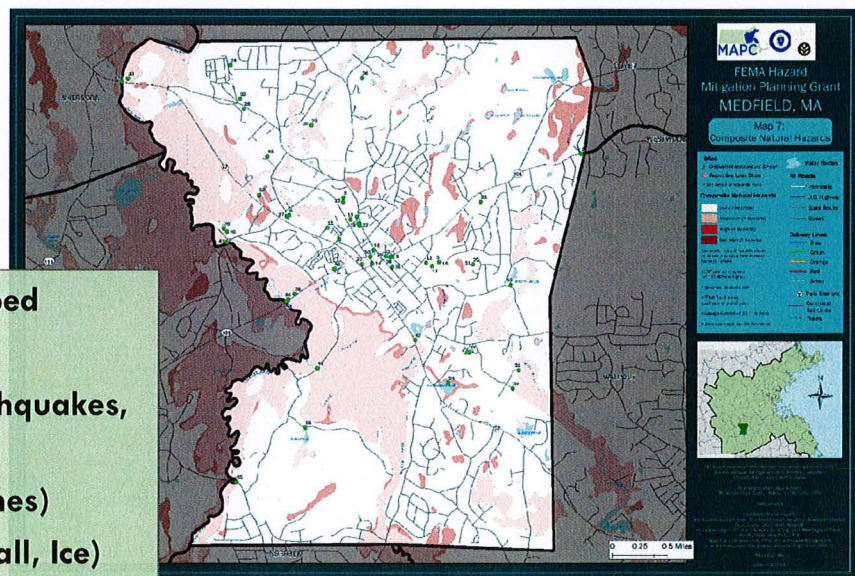


Natural Hazard Mitigation Plan:

Medfield Vulnerability to Natural Hazards

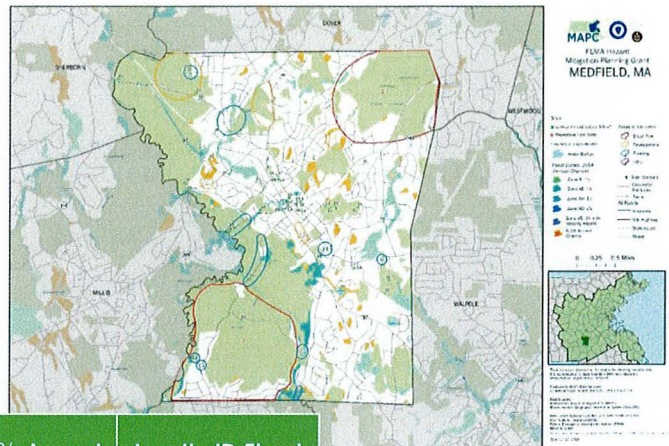
Hazards Identified & Mapped

- Flood Hazard Areas
- Geologic Hazards (Earthquakes, Landslides)
- Wind Hazards (Hurricanes)
- Winter Hazards (Snowfall, Ice)
- Composite Natural Hazards



Natural Hazard Mitigation Plan:

Critical Facilities Vulnerability

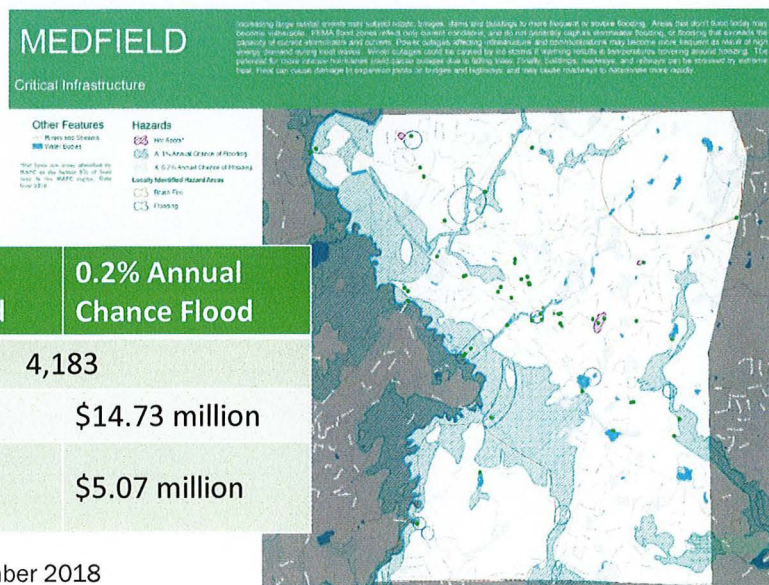


Infrastructure in Flood Zone	Urban Heat Island	1% Annual Chance Flood	0.2% Annual Chance Flood	Locally ID Flood Hazard
Town Critical Facilities	4	1	1	7
Wells	0	4	0	0
Bridges	0	3	0	0
Dams	0	4	4	0



Climate Change:

Precipitation vulnerability (Flooding)



Medfield	1% Annual Chance Flood	0.2% Annual Chance Flood
Total Buildings	4,183	
Building	\$6.73 million	\$14.73 million
Business Interruption	\$3.85 million	\$5.07 million

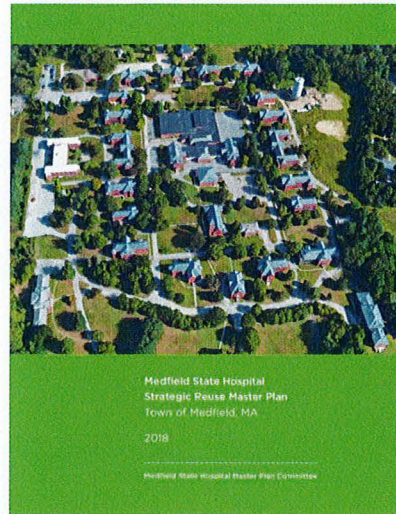
Data from HAZUS, Model Run in December 2018



Natural Hazard Mitigation Plan:

Development and Natural Hazards

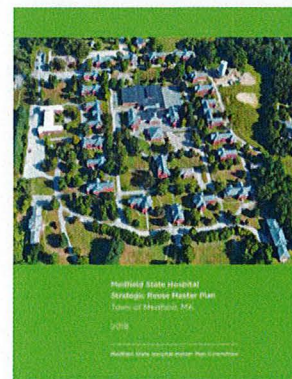
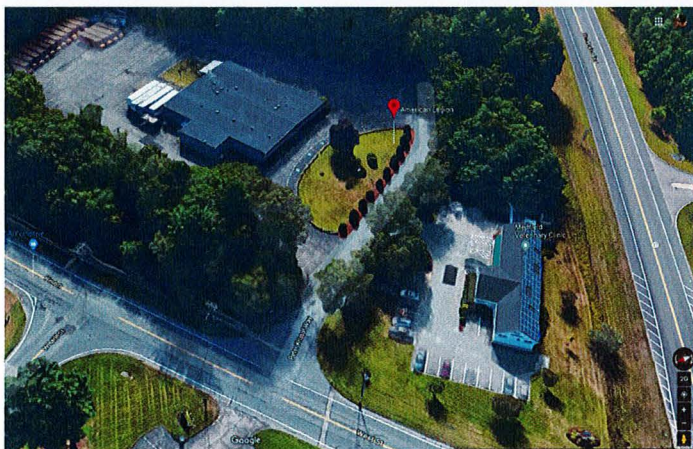
Infrastructure in Flood Zone	Urban Heat Island	1% Annual Chance Flood	0.2% Annual Chance Flood	Locally ID Flood Hazard
New/Potential Development	2	3	2	1 (Flooding)



Natural Hazard Mitigation Plan:

Development and Natural Hazards

Infrastructure in Flood Zone	Urban Heat Island	1% Annual Chance Flood	0.2% Annual Chance Flood	Locally ID Flood Hazard
New/Potential Development	2	3	2	1 (Flooding)



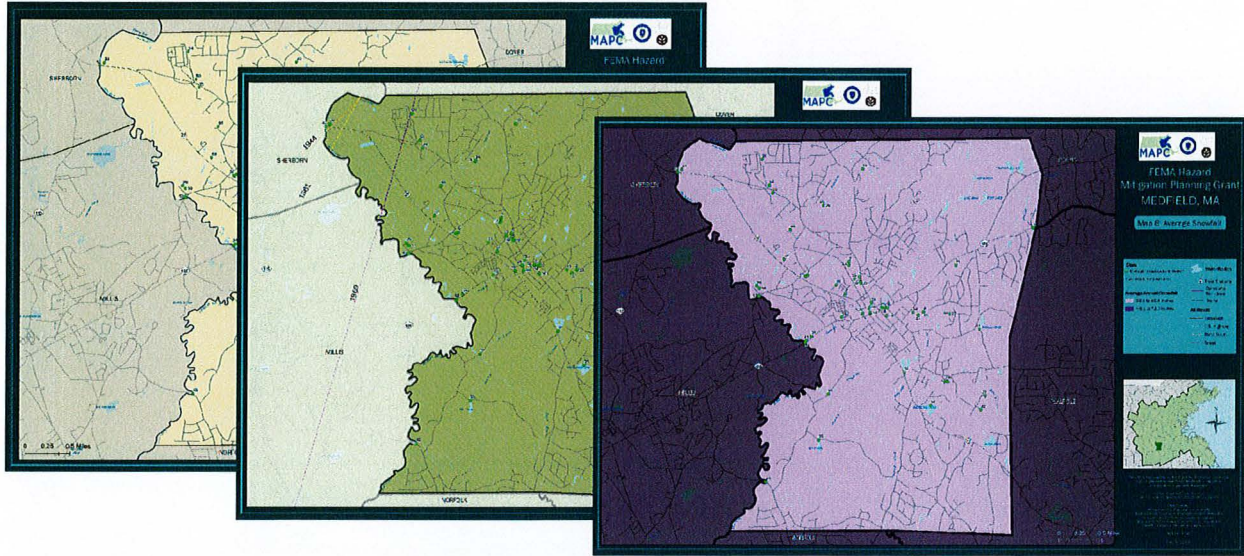
Natural Hazard Mitigation Plan:

Other Hazards

Earthquakes-Low

Hurricanes-120 mph winds

Snow -36-48 in annually



Natural Hazard Mitigation Plan:

Taking Action

Table 27: Recommended Mitigation Measures

Recommended Mitigation Measure	Priority in 2011 Plan (or MVP Summary of Findings)	Lead Implementation	Time Frame (2019-2024)	Estimated Cost	Potential Funding Sources
FLOOD MITIGATION					
Expand/Replace culvert at Causeway and Orchard streets	High	Public Works	2019-2024	\$100,000 to \$250,000	MHD, Town, FEMA
Replace culvert on Elm Street at Mill Brook	High	Public Works	2020	\$100,000 to \$250,000	Town, FEMA, Public Safety Grants
Maintain existing culvert at Friary and Upham streets	High	Public Works	2019-2024	\$25,000 to \$75,000	Town
Use Natural Infiltration and green infrastructure to ensure stormwater remains onsite at the Medfield Hospital property redevelopment. Collaborate with the Town of Millis and the State on replacing or upgrading existing roadway and bridge on Main Street/Rt. 109 at Charles River. Ensure climate change precipitations projections are considered in the design and rehabilitation.	High	Developer or Private contractor	2023-2024	To be determined	Developer, Town, MVP
	Medium	Public Works	2019	\$75,000 to \$150,000	Town, State, FEMA
Expand or replace existing railroad culvert at South St.	High	Public Works/ Railroad company	2023	\$100,000 to \$250,000	Town, Railroad company



MVP and HMP:

Next Steps

- ➔ Submit MPV Report to EEA for MVP Designation
- ➔ Draft plan on Town Website for Public Review until June 11, 2019
- ➔ Plan reviewed by MEMA and FEMA
- ➔ Plan revisions if required by MEMA or FEMA
- ➔ FEMA issues conditional approval
- ➔ Town adopts the plan (BOS vote)
- ➔ FEMA issues final Plan Approval
- ➔ Plan is in effect for 5 years
- ➔ Town is eligible to apply for FEMA Mitigation Grants and MVP Action Grant for 5 years



Natural Hazard Mitigation Plan on Town Website

**Submit comments by June 11, 2019 to:
Darci Schofield, DSchofield@mapc.org**



**SEL/ONE GREEN ST.
LEGAL NOTICE
Town of Medfield
Public Hearing**

Notice is hereby given that a public hearing will be held Tuesday May 28, 2019 at 7:30 PM at the Medfield Town Hall, 459 Main Street, Chenery Meeting Room, second floor on application of Zelus Beer Company LLC, Robin Pedder Manager to exercise a Farmers Pouring Permit at the premises One Green Street, Unit 2 consisting of 1,750 sq ft. A plan is on file in the Selectmen's Office available for inspection during regular business hours. All Town boards and interested parties are invited to attend.

Gustave H. Murby,
Chairman
Board of Selectmen

AD#13800642
Medfeld Press 5/24/19

Zelus Beer Company
1 Green St Unit 2
Medfield, MA 02052

Tel:1-617-510-0260
Email: Info@zelusbeer.com

May, 16/2019

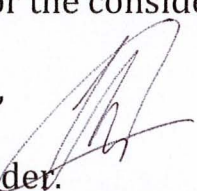
Dear Board of Selectmen,

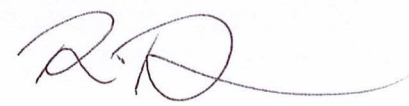
I, Geoffrey Pedder, the LLC Manager and the ABCC Manager of Record for Zelus Beer Company LLC, together with my wife, Robin Pedder, are writing to you today to apply for, and request approval for, a Pouring Permit from the Town of Medfield. We hold an approved Federal Brewer's Permit and Massachusetts state Farmer Brewer License for our space at 1 Green Street, Unit 2, Medfield, MA 02052.

We are excited about the opportunity to open a taproom and brewery in Medfield, to be able to serve directly to customers and to become a part of the local community. We have had storage and office space in the town already and are looking forward to interacting directly with customers.

Thank you for the consideration.

Best regards,

Geoffrey Pedder. 

Robin Pedder 

RECEIVED

MAY 17 2019

MEDFIELD SELECTMEN



Commonwealth of Massachusetts
Office of the State Treasurer
Alcoholic Beverages Control Commission

FARMER-BREWERY LICENSE

M.G.L. c. 138, § 19C

This Farmer-Brewery License authorizes the following licensee to manufacture and brew, keep and expose for sale and to sell in kegs, casks, barrels, bottles or other containers malt containing not more than twelve percent alcohol by weight:

Zelus Beer Company, LLC

1 Green Street 2
MEDFIELD, MA 02052

Approved by the Alcoholic Beverages Control Commission on May 08, 2019

Jean Lorizio, Chairman

Elizabeth Lashway, Commissioner

Kathleen McNally, Commissioner

License Number: **FB-LIC-000159**
Record Number: **2019-000005-FB-AMEND**
Capacity: **5K Barrels or Less**

THIS LICENSE WILL EXPIRE DECEMBER 31, 2019 UNLESS REVOKED OR CANCELLED DURING THIS PERIOD

THIS LICENSE MUST BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS PLACE WHERE IT CAN BE EASILY READ

**SERSG Contract Award
FY20 Water and Sewer Treatment Chemicals**

The Board of Selectmen of the Town of Medfield voted at its meeting held on _____, 2019 to award contracts to the bidders listed below under the SERSG DPW Supplies IFB for a twelve month period commencing July 1, 2019. This award is conditioned upon the receipt of the appropriate documents specified in the above IFB. The SERSG Regional Administrator will collect these documents on behalf of the Town Manager and present them to him for final approval and signature.

<u>Winning Bidder</u>	<u>Estimated Quantity</u>	<u>Bid Price</u>	<u>Est. Value</u>
8 Sodium Hydroxide 50% Solution, gallons			
Univar Co., Providence, RI	8,000	1.9197 per gallon	15,357.60
10 Sodium hypochlorite 15% Solution, 5 gal. pails			
REJECT ALL BIDS	800	0 per pail	0.00
19 Polyaluminum Chloride, gallons (PCH-101 equiv.)			
Holland Company Inc., Adams, MA	27,000	2.62 per pound	70,740.00
22 Sodium Aluminate, gallons			
Holland Company Inc., Adams, MA	15,000	3.62 per gallon	54,300.00
Total Estimated Value			\$140,397.60

Signatures

Chair of the Board of Selectmen



Robert E. Meaney, Jr
Chief of Police

Town of Medfield
Police Department
Medfield, Massachusetts 02052

Headquarters
110 North Street
Phone (508) 359-2315
Fax (508) 359-6926

To: Honorable Board of Selectmen


May 22, 2019

I have served the residents of Medfield for the past 40 years; it has been a pleasure and an honor to do so. It is now time for me to move on and spend more time with my family. I am resigning my position as Deputy Police Chief and retiring from the force effective June 22, 2019.

I want to thank the various public officials through the years who I have had the pleasure of working with, the residents and most importantly the men and women of the department for their dedication and loyalty to the profession and the town.

Thank you again.

Respectfully,


John W Wilhelmi

Deputy Chief of Police



Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, Secretary & CEO
Jonathan L. Gulliver, Highway Administrator



May 6, 2019

Mr. Gus Murby, Chairman
Board of Selectmen
Town of Medfield
Medfield Town Hall
459 Main Street
Medfield, MA 01052

RECEIVED

MAY 13 2019

MEDFIELD SELECTMEN

Subject: MassDOT Highway Division Project 609344: Medfield – Bridge Preservation –M-11-003,
State Route 109 (Main Street) and M-11-002, Main Street over the Charles River,
Project Eligibility Notification

Dear Chairman Murby:

On behalf of MassDOT, I am writing to inform you that the Highway Division's Project Review Committee (PRC) has evaluated the subject project and determined that it is eligible for 100% State highway funding. This eligibility determination by the PRC is not a commitment of State or Federal funding to the project.

MassDOT will continually evaluate highway needs and priorities, as well as the availability of state and federal funds as the design of this project moves forward. You can monitor this project's progress by utilizing the project information system available to the public through the MassDOT website. You may also contact the District 3 Office for more information. MassDOT is responsible for the design, permitting and construction of this project.

Thank you for your attention to the information in this letter, and for your support of transportation system improvements in the Commonwealth of Massachusetts. If you have any questions, or would like additional information, please contact Mohammed Nabulsi, District 3 Bridge Engineer at (508) 929-3849.

Sincerely,

Barry Lorion FOR BSL

Barry Lorion
District 3 Highway Director

Encl: Attachment A, Municipal Signature page

cc: Mohammed Nabulsi, District 3 Bridge Engineer
Jonathan Gulliver, Highway Administrator
Patricia A. Leavenworth, P.E., Chief Engineer
Eric Bourassa, MAPC Transportation Coordinator
Alexandra Kleyman, CTPS TIP Coordinator
Maurice Goulet, P.E., Medfield DPW Director
Honorable State Senator Paul R. Feeney
Honorable State Representative Denise C. Garlick

ecc: Bryan Pounds,, Office of Transportation Planning
Marie Rose, P.E, Director of Roadway Project Management

Ten Park Plaza, Suite 4160, Boston, MA 02116
Tel: 857-368-4636, TTY: 857-368-0655
www.mass.gov/massdot

ATTACHMENT A

Municipality's Acknowledgement of Project Eligibility Notification

MassDOT - Highway Division Project ID# 609344

Medfield – Bridge Preservation

M-1 I-003, State Route 109 (Main Street) and M-1 I-002, Main Street over the Charles River

TOWN OF MEDFIELD

(Signature)

(Name-Printed)

(Title)

*This signed form should be mailed to:
Barry Lorion, District 3 Highway Director
403 Belmont Street
Worcester, MA 01604*



Medfield town
MC2502139765
419405

May 10, 2019

07283
Michael Marcucci
Chairman
Select Board
459 Main St
Medfield, MA 02052

RECEIVED

MAY 14 2019

MEDFIELD SELECTMEN

FROM THE ASSOCIATE DIRECTOR FOR
DECENNIAL CENSUS PROGRAMS

Dear Michael Marcucci:

The U.S. Census Bureau invites your government to participate in the 2020 Census New Construction Program (New Construction Program). The New Construction Program provides tribal, state, and local governments an opportunity to update the Census Bureau's residential address list with living quarters for which construction is in progress during or after March 1, 2018 and completion is expected by Census Day, April 1, 2020.

The New Construction Program is a voluntary program. The Census Bureau strongly encourages your participation for the following reasons:

- The federal government allocates over \$675 billion in federal funds annually for infrastructure, programs, and services based on the Census Bureau data.
- Participation ensures that your government will gain valuable information that will aid in making decisions about education, health services, and housing.
- Participation helps to ensure an accurate population count for your government. The Census Bureau relies on a complete and accurate address list to reach every living quarters and associated population for inclusion in the decennial census.

If your government chooses to participate, please follow the actions steps outlined in this letter.

Action Steps:

1. Review the enclosed *2020 Census New Construction Program Flyer* for further information that may assist your government in deciding whether to participate in this program.
2. Sign-up for the 2020 Census New Construction Program in order to designate a liaison by either:
 - a. Filling out the online *2020 Census New Construction Program Registration Form* at <https://www.census.gov/programs-surveys/decennial-census/about/new-construction.html>.
 - b. Filling out the enclosed *2020 Census New Construction Program Registration Form* and return the completed form in the enclosed prepaid envelope or scan and email the form to GEO.2020.NC@census.gov before June 14, 2019.



United States[®]
**Census
2020**

U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

REGISTRATION FORM
2020 Census New Construction Program

Entity ID

MC2502139765

Entity Name

Medfield town

Please complete this form and return it to the U.S. Census Bureau by email at GEO.2020.NC@census.gov or by using the provided prepaid envelope.

A. PARTICIPATION INFORMATION (Please select option 1 or option 2)

1. ☐ YES, our government would like to participate in the New Construction Program

(Select one method of participation for reference only and complete Sections B and C.)

- ☐ We will download the Geographic Update Partnership Software (GUPS) or Partnership Shapefiles (for use with our own Geographic Information System (GIS) from the website.)
- ☐ We will use Partnership Shapefiles provided by the Census Bureau (including GUPS program disc for users without GIS software on CD/DVD.)
- ☐ We will use Reference PDF Maps on CD/DVD.

2. ☐ NO, our government is not participating. (Check the box below if another government is responding on your behalf and complete Section B.)

- ☐ Another government is participating on our behalf.

(Please print government name) _____

B. OFFICIAL RESPONDING TO THE NEW CONSTRUCTION PROGRAM INVITATION (Please print)

Name of Official – (First, Middle initial, Last)

Signature of Official

Position/Title – (e.g., Commissioner, Mayor, Supervisor, etc.)

Telephone

Area code/Number

Extension

Email address

Date

Month

Day

Year

C. LIAISON INFORMATION

Please designate your official **New Construction Program liaison** (work contact) by providing the following information. **(Please print)**

Name (First, Middle initial, Last)

Position/Title – (e.g., Director, Assessor, Planner, etc.)

Telephone

Area code/Number

Extension

Fax Number

Area code/Number

Email address

Department, Organization, or Agency name – (e.g., Planning and Zoning, Regional Planning Agency; please do not abbreviate)

Shipping Address (House number and Street name; the Census Bureau will ship all materials via FedEx. FedEx will not deliver to P.O. Box numbers or P.O. ZIP Codes.)

City

State

ZIP Code



2020 Census New Construction Program

What Is the New Construction Program?

The New Construction Program will help ensure that the U.S. Census Bureau's address list is as complete and accurate as possible by Census Day, April 1, 2020. The New Construction Program is the opportunity for you to submit city-style mailing addresses for new units where construction began during or after March 1, 2018 and the address was not submitted to the Census Bureau as part of another geographic partnership program since March 2018. Addresses must have basic construction



(closing the structure to the elements) completed by Census Day.

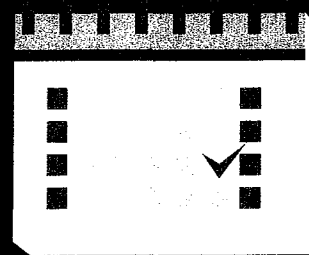
Why Participate?

Participation in the New Construction Program

helps to ensure an accurate population count in your community; helps the government distribute more than \$675 billion in funds annually for infrastructure, programs, and services; and helps your community plan for future needs.

Who Can Participate?

The New Construction Program is offered to federally recognized tribes with a reservation and/or off-reservation trust lands, states, counties, cities (legally incorporated places), and townships (minor civil divisions) that contain blocks where the Census Bureau plans to mail questionnaires to housing units for the 2020 Census. In other areas, the Census Bureau will have enumerators deliver 2020 Census questionnaires to all housing units in each block and record addresses for any new housing units.



Schedule

- April-May 2019: Mail out of invitation phase materials to participants.
- September 2019: Mail out and review of response materials to participants. Participants have 45 calendar days from the receipt of materials to complete their review.
- September 2019: Census Bureau will provide training Webinars to participants.
- November 2019: Deadline for submitting addresses.
- April 1, 2020: Census Day.

Contact Information

E-mail address:

GEO.2020.NC@census.gov

Phone Number: 1-844-242-1765

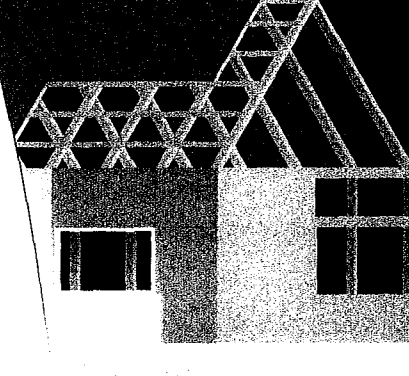
Web site:

www.census.gov/programs-surveys/decennial-census/about/new-construction.html

How to participate.

Each invited government designates a New Construction Program liaison. The Census Bureau will send the New Construction Program liaison the New Construction Program materials.

The New Construction Program liaison must submit a list of city-style addresses, assigned to the census blocks within its jurisdiction in the Census Bureau's predefined format. Maps or spatial data are provided as a reference for assigning census tract and block codes (geocoding) for each submitted address. No street or boundary updates will be accepted. Address lists submitted without geocoding information will not be accepted.



What's new?

State governments can now participate in the New Construction Program.

Now including:

Group Quarters: Places where people live or stay, in a group living arrangement, which is owned or managed by an entity or organization providing housing and/or services for the residents.

Transitory Locations: A location that is comprised of living quarters where people are unlikely to live year round, due to the transitory/temporary/impermanent nature of these living quarters.

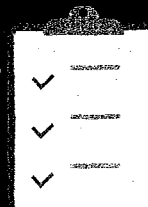
Response options.

Basic digital option: The Geographic Update Partnership Software (GUPS) is a free, customized Geographic Information System (GIS) tool that can be downloaded from the Census Bureau Web site. It was specifically developed for participants who do not have geographic training or are not experienced GIS users.

Advanced digital option: Experienced GIS users can utilize their own GIS software. The Census Bureau provides free GIS files in shapefile format on its Web site, along with digital update guidelines. Governments can update those shapefiles in their GIS and use them to respond to the New Construction Program.

Preparing for the New Construction Program

Ensure that your address list contains multiunit structure identifiers (such as apartment numbers for individual units) and that you can distinguish between residential addresses and nonresidential addresses.



Identify local address sources, such as building permits, E-911 address files, local utility records, annexation records, and assessment or taxation files.



Evelyn Clarke <eclarke@medfield.net>

Resigning from TSARC

1 message

Michael Weintraub <michael_weintraub@hotmail.com>

Mon, May 13, 2019 at 9:51 AM

To: "eclarke@medfield.net" <eclarke@medfield.net>, "mmarcucci@medfield.net" <mmarcucci@medfield.net>, "gmurby@medfield.net" <gmurby@medfield.net>, "opetersen@medfield.net" <opetersen@medfield.net>

Cc: Megan Sullivan <mbsul@comcast.net>

Selectmen:

My work schedule does not allow me to contribute to the Trash and Recycling committee as I had hoped. While I thought my schedule would change, it hasn't and doesn't look like it will in the future. Therefore, I would like to resign my seat so someone else who has time to commit can contribute to the committee.

Thanks,

Mike Weintraub

Town of Medfield

Fraud Risk Assessment Policy

INTRODUCTION

The Town of Medfield has a commitment to high legal, ethical, and moral standards. All staff Members are expected to share this commitment. The Town recognizes that over and above any financial damage suffered, fraud may adversely affect the Town's image and its reputation. To that end, the Town is committed to the prevention, detection, investigation, and corrective action relative to fraud. The Town has developed strong internal controls in order to achieve these goals. It is important that an ethical environment be created, that flows through the entire Town.

This Policy applies to all employees, appointees, and elected officials of the Town of Medfield.

DEFINITION

Fraud is a violation of trust that is defined as a wrongful or criminal deception intended to result in financial or personal gain. The term includes, but is not limited to such acts as deception, bribery, forgery, extortion, theft, embezzlement, misappropriation of assets, false representation, or the concealment of material facts relating to any of the above, and collusion or conspiracy to commit any or all of the above.

Examples of Fraudulent Activity

Fraud can cover many activities, however, this Policy is directed primarily at financial matters. Fraud may include, but is not limited to:

Misappropriation of Assets:

1. Forgery or alteration of documents
2. Unauthorized use, or disposition of Town funds, property, materials, supplies, and equipment belonging to the Town of which the Town is responsible
3. Embezzlement
4. Theft
5. Falsifying time sheets or payroll records (including accrual usage)
6. Falsifying travel or entertainment expenses or using Town funds to pay for personal expenses or for personal benefit.

Fraudulent Financial Reporting:

1. Improper revenue recognition
2. Improper expense/expenditure recognition
3. Overstatement of assets or understatement of liabilities

Expenditures and Liabilities for Improper Purpose:

1. Bribes and kickbacks, favors, gifts, money, job offers or anything of value or the promise of a future reward

Prohibited or improper conduct for municipal employees and officials is more fully defined in *Massachusetts General Law Chapter 268A*.

GENERAL POLICY AND RESPONSIBILITIES

The Town will investigate any suspected acts of fraud or misappropriation of property. An objective and impartial investigation will be conducted regardless of the position, title, and length of service or relationship with the Town of any person, group, or organization reasonably believed to have committed fraud. Management is responsible for instituting and maintaining a system of internal controls to provide reasonable assurance for the prevention and detection of fraud, misappropriation, and other irregularities. Management should be familiar with the types of improprieties that might occur within their area of responsibility and be alert for any indications of such conduct.

The Town Administrator has the primary responsibility for overseeing the investigation of all suspected fraudulent acts defined in this Policy. All Department Heads or individuals, upon discovery of any violation of this policy, must notify the Town Administrator of the violation. The Town Administrator will then make the determination if an investigation is required and the next steps to follow, up to and including notifying the Chief of Police.

Upon conclusion of the investigation, the results will be reported to the Board of Selectmen. Where there are reasonable grounds to believe that fraud may have occurred, the Town Administrator may report the incident to the appropriate authorities, which may include seeking appropriate legal remedies. The Town Administrator will pursue every reasonable effort to obtain recovery of the assets.

PROCEDURES FOR REPORTING

The Town recognizes that there may only be a suspicion of fraud – thus any concerns should be reported directly to the Town Administrator. If the concern involves the Town Administrator, it should be reported to the Chairman of the Board of Selectmen. The Town Administrator has the primary responsibility for the investigation of all suspected fraudulent acts as defined in this policy. All cases of suspected fraud will be investigated, and appropriate action will be taken.

Any employee or municipal official who has knowledge of any fraudulent conduct or has reason to suspect that fraud has occurred shall immediately notify the Town Administrator in writing. The written report should be sufficiently detailed and inclusive to ensure a clear understanding of the issues raised. A determination should then be made by the Town Administrator, if it is appropriate to notify the Chief of Police.

Investigation

Upon notification or discovery of a suspected fraud, the Town Administrator will immediately investigate the fraud. The Town Administrator will make every reasonable effort to keep the investigation confidential

When deemed necessary, the Town Administrator shall coordinate the investigation with the outside auditor or appropriate law enforcement officials. Legal Counsel will be involved in the process, if deemed appropriate.

Security of Evidence

Once a suspected fraud is reported, immediate action to prevent the theft, alteration, or destruction of relevant records shall be initiated. The records shall be adequately secured until the investigation is complete. Such actions may include, but are not limited to, removing the records and placing them in a secure location, limiting access to the location where the records currently exist, and preventing the individual suspected of committing the fraud from having access to the records.

Confidentiality

All participants and all persons questioned in a fraud investigation shall keep the details and results of the investigation confidential so as not to violate any individual's expectation of privacy. The individual will be notified of his/her right to inform a representative of the applicable union or counsel of their choice about the findings of the investigation.

Personnel Actions

If a suspicion of fraud is substantiated by the investigation, disciplinary action, up to and including dismissal and referral for appropriate legal action, shall be taken by the Town Administrator.

Whistle-Blower Protection

No employee of the Town or person acting on behalf of the Town in attempting to comply with this Policy shall be dismissed or threatened with dismissal, be disciplined, suspended, be penalized, intimidated, or have any other retribution imposed.

Violation of this section of the Policy may result in disciplinary action, up to and including dismissal.

If an allegation is made in good faith, but it is not confirmed by the investigation, no action will be taken against the originator. If, however, the allegations were made in bad faith or without a justifiable basis, appropriate disciplinary action may be taken against the individual making the erroneous allegation.

Adopted _____



The Gazebo Players of Medfield
P.O. Box 622
Medfield, MA 02052

To the Medfield Board of Selectmen:

The Gazebo Players have provided free Shakespeare in the Park for seventeen consecutive summers, and 2019 will continue the tradition. For our eighteenth season, we will be producing *All's Well That Ends Well* at Rocky Woods Reservation in Medfield on July 20th and 21st in partnership with The Trustees; additional performances will be given at Powisset Farm in Dover on July 27th and 28th and at Bird Park in Walpole on August 3rd and 4th.

All's Well That Ends Well will be directed by Marianne Phinney, who will be setting this production in the 1920s during the Women's Suffrage era to highlight the strong and independent heroines of this rarely-produced comedy. Marianne has directed five previous Shakespeare in the Park productions for Gazebo Players, including the inaugural production of *A Mid-Summer Night's Dream* in 2002. Her directing credits include many productions for the Walpole Footlighters, including the recent *The Mystery of Miz Arnette*; *Much Ado about Nothing* for Needham Community Theatre; *The Odd Couple (Female Version)* for Massachusetts Music and Arts Society; and *Return Engagements* for Milton Players. We plan to use area microphones to amplify the sound as we have done in past years.

The Gazebo Players are requesting permission to place three (3) sandwich board signs to promote *All's Well That Ends Well*. We would place them in the areas specified below to advertise the show for the two-week period between Monday, July 8th and Sunday, July 21st.

Sign locations:

- The intersection of Rt. 109 and Rt. 27
- The intersection of North St. and Rt. 109
- The intersection of Hartford St. and Rt. 109.

If you have any questions, please feel free to contact me either via email or phone.
Thank you very much for supporting the artistic and cultural enrichment of Medfield.

Best regards,

Amy Klesert, Producer
amy.klesert@gmail.com
781-223-0651

Medfield High School Science Olympiad Club requests permission to hold a fundraising car wash behind Town Hall on Saturday June 1, 2019 10:00 AM – 1:00 PM

Meeting Minutes

November 6, 2018

Chenery Meeting Room

draft

Present: Selectmen Marcucci, Murby, Peterson; Town Administrator Sullivan; Assistant Town Administrator Trierweiler; Town Counsel Cerel; Administrative Assistant Clarke

Chairman Marcucci called the meeting to order at 7:05PM and disclosed this meeting is being recorded. Selectmen observed a moment of appreciation for our Troops serving in the Middle East and around the world.

Selectman Marcucci announced that the Selectmen will go into Executive Session at the close of the meeting for the purpose of discussing the pending legal matter regarding Assisted Living Facility on Main Street

Appointment

Medfield Youth Outreach Director Dawn Alcott

Ms. Alcott introduced members of Medfield Cares About Prevention Committee; Liz Sandeman, Kathy Thompson, Michelle Manganello and Chelsea Goldstein-Walsh

Ms. Alcott remarked that she is here this evening to request the Selectmen's permission to proceed with the Town's application for the Drug Free Communities Grant. She said that Medfield Youth Outreach would write the grant to receive funding to hire a prevention coordinator. Substance abuse is on the rise in Medfield and so many of the people involved want to see/make that change dramatically. Having this grant will help us do just that. Some people may ask what are the benefits of the DFC grant to Medfield; statistics have shown that those communities awarded the grant use it to educate and provide support and have seen a reduction in youth substance abuse. We look forward to the time when Medfield's survey will show a significant decline in any substance abuse.

Medfield has applied for the grant previously but was not successful; however we are hopeful that using Bright Solutions Consulting will get us through. Ms. Alcott said that she will only continue to pursue the grant having the Selectmen's permission. Selectman Marcucci asked is there any comments from the audience. Ms. Trierweiler requested that MYO work with the financial team and her to be certain that we have accurate benefit costs. The Board agrees that we move forward with the application.

Vote: On a motion made by Selectman Murby, seconded by Selectman Peterson it was voted unanimously to grant permission to Medfield Youth Outreach to write the Drug Free Communities Grant, Medfield Cares About Prevention request for the \$5,000 grant to hire a consultant to help with writing the grant

DPW Contracts

Director Maurice Goulet requests the Selectmen vote to sign the following contracts:

Vote: On a motion made by Selectman Murby, seconded by Selectman Peterson it was voted unanimously to sign the contract with Eastern Minerals for the supply of road salt for the 2018-2019 winter season; Solar Salt \$47.50 per ton, CC Sale \$47.50 per ton and Magnesium Chloride \$79.50 per ton

Vote: On a motion made by Selectman Murby, seconded by Selectman Peterson it was voted unanimously to sign Agreement for Consulting Services with Woodward and Curran for the SCADA Upgrade for Water and Sewer and in the amount of \$80,000.00

Vote: On a motion made by Selectman Murby, seconded by Selectman Peterson it was voted unanimously to sign the Agreement for Consulting Services for the Mt Nebo Water Tank Assessment with Environmental Partners Group and in the amount of \$18,000

Vote: On a motion made and seconded it was voted unanimously to sign Chapter 90 Reimbursement Request for Philip Street Bridge and in the amount of \$3,400.00

7:30 PM FY20 Budget Meeting with Warrant Committee, Town Departments, Boards and Commissions. Warrant Committee Chairman Michael Pastore opened his remarks by saying that it is not an easy thing to do reporting on finances. The Warrant Committee will continue to be the fiscal watchdogs asking tough questions and doing due diligence even though some decisions made may not be agreeable to everyone; as demonstrated by the recent Special Town Meeting. There is no shortage of wants and needs with respect to the Town budgets; shortage is the ability to distinguish between the two.

Mr. Pastore highlighted that about 70% of revenue comes from property taxes. In fy19 the state's share for Medfield was 7.8 million; compared to fy10 it's only 400,000 more. Free cash should be 3-5% of the total budget; free cash is vital to sustaining a strong credit rating. The Town needs to be prudent. Should any department be considering new hires it must first be approved by the Personnel Board before it comes before the Warrant Committee. No employee should rely on over time to supplement salaries; this will be closely monitored. Revolving funds are not long term savings accounts; should funds be needed for a particular budget Warrant Committee will review the revolving accounts first. We ask that Town Departments be diligent and budgets should have no more than a 2.5% increase. If a budget indicates more than 2.5%, be ready to make a good explanation.

Town Accountant has stipulated budgets should be submitted by December 28 or sooner. The Warrant Committee will begin meeting in January to review budgets. Last year was a very tough year. Warrant Committee was told at the end of February that the school budget was going to exceed the recommended percentage increase; we cannot have another situation like that. We need to work together going along this difficult financial road but we can and will work through it together.

Mr. Pastore thanked the tireless members of the Warrant Committee. Committee members Joanne Hilvert, Sharon Tatro and Jack Wolfe will continue; newer members are Newton Thompson and Jerry Marsette and we welcome the newest members Amanda Hall, Kristine Barton and Robert Sliney. He ended his presentation by saying anyone please contact me anytime. I am ready to talk and help.

Selectman Murby mentioned that the Selectmen have made a few financial policy decisions the past few months. One new policy is to carry a minimum of 1.750 million in free cash. For OPEB the amount will increase by 25,000 for a total of \$425,000.

Selectman Marcucci remarked that another new policy to be implemented is to begin the Capital Budget process earlier so that it does not become a problem. Next year capital budget meetings will begin in October so that there will be a final number before the budget season begins. He cautioned department heads to look very seriously at their five year capital budgets as we will be stricter as to items to be included. We plan to increase contributions to the general stabilization fund this year. This year also the Selectmen will review all budgets before they go to the Warrant Committee.

Mr. Sullivan remarked that this is my last doom and gloom speech before I retire. I want to thank the Town's financial management team who did an outstanding job today of finding 1.3 million in new revenues that bailed us out of negative free cash. He recognized the team by name; Georgia Colivas, Joy Ricciuto, Matthew Violette, Yvonne Remillard, Kristine Trierweiler and Michael Lafrancesca who attended our meetings and has been a big help.

Mr. Sullivan referred to the financial handout he put together and reviewed tax revenues and non-property tax revenue; noting that the state restricts what we can raise from revenues. He pointed out that almost 50 million comes from the property taxes we collect. He referred to the overrides passed earlier this year for a total of 1.9 million. This amount becomes our permanent tax base. Discussion continued covering overrides, expenditures and Town Meeting appropriations.

Committee Appointments

Vote: Selectman Murby made a motion, seconded by Selectman Peterson to appoint Jerry Kazanjian to the Memorial Day Committee and as recommended by Committee Chairman Bill Mann. Vote was unanimous

Vote: Selectman Murby made a motion, seconded by Selectman Peterson to appoint Lois Hazen and Patricia Golden to the Medfield Cultural Council and as recommended by Committee Chairman Ron Gustavson. Vote was unanimous

Proclamation

Assistant Town Administrator Kristine Trierweiler requests that the Selectmen vote to sign the 2018 Arbor Day Proclamation. Selectman Peterson queried if trees will be planted soon at the

post office. Ms. Trierweiler responded that it's determined that it is a bit late in the season for that location, however, for this Arbor Day a tree was planted at the cemetery and a bench was also installed. She continued remarking that the plan is to gather at the cemetery for the official Arbor Day photograph at the spot of the new tree. Selectman Murby read the proclamation to the listening audience.

Vote: On a motion made by Selectman Murby, seconded by Selectman Peterson it was voted unanimously to sign the Arbor Day Proclamation and as recommended by Ms. Trierweiler

Hazard Mitigation Plan

Sarah Raposa, Town Planner requests the Selectmen vote to authorize Chairman Marcucci re-sign the contract for Hazard Mitigation Plan and Municipal Vulnerability Program. An error was discovered in the contract that was previously signed.

Vote: On a motion made by Selectman Murby, seconded by Selectman Peterson it was voted unanimously to authorize Chairman Marcucci to re-sign the MAPC Contract for Hazard Mitigation Plan and Municipal Vulnerability Plan

Resignation

Zoning Board of Appeals member Steve Nolan has resigned as he and his wife relocated out of Medfield. Chairman Marcucci stated that Steve is a man of great character and judgement. He will be sorely missed. Selectman Murby added that Steve was patient, courteous and kind throughout his involvement with the state hospital planning. Selectmen agreed that the Town is grateful for Mr. Nolan's 25 years of service.

Discussion Items

Selectman Marcucci remarked that the Town has a 30 day period to respond to DCHD with a comment letter regarding the proposed development, The Rosebay. A site walk was conducted today that had a good turnout. Chairman Marcucci advised that this be placed on the November 27 meeting agenda to discuss the Town's draft comment letter which will be forwarded to DHCD.

Selectman Marcucci commented that we were to discuss Kristine's contract tonight, however as labor counsel is working on the contract and it is not yet available, we will postpone the discussion until next meeting, November 27.

Pending Items

Discussion ensued about the proposed guidance to Parks and Recreation and Council on Aging future space needs. The Selectmen agree that the two departments should work together to accommodate both and their programs in one space. Park and Rec look forward to a whole new building. It was thought a while back that they could share space with the cultural center at the state hospital, however Park and Rec was not willing to work on that. COA is seeking an add on to their building to accommodate their Respite Program. Looking at the two present

buildings, they have a similar layout; one large room and several smaller. For instance for the most part COA programs are held during the day, whereas Park and Rec has more of a demand in the evening. Mr. Peterson feels that perhaps we should include the schools and encourage all to work together. Mr. Sullivan reminded everyone that both departments, COA and Park and Rec were together at one time and neither one was happy about that situation. Selectmen hope that the Permanent Building Committee will review the future space needs of the two departments and provide guidance on the issues. Selectman Marcucci will work on the draft to address the concerns brought up tonight.

Next topic discussed is the master planning committee charter. The Selectmen are not ready at this time to appoint members of the committee and there are a few gaps in the proposed charter that need to be addressed. Mr. Murby said that he had conversation with resident Todd Trehubenko who is very interested and he has forwarded to me his resume for submission. Discussion to be continued

Licenses and Permits (Consent Agenda)

Granted as noted by the Chair:

Cultural Alliance of Medfield permission to hold the 2018 Holiday Stroll on Friday December 7, 2018 4:00 to 9:00PM

New n'Town Club permission to hold a bake sale at the annual Tree Lighting Ceremony on Friday December 7, 2018

Medfield Music Association permission to post signs for two weeks announcing *Spaghetti with Santa and a Few Winter Friends* on December 5, 2018

Meeting Minutes

Voted unanimously to accept the October 16, 2018 minutes as revised

Town Administrator Update

Mr. Sullivan reported on the Downtown Improvements saying that FY18 \$5,500 was allocated to the Pocket Park and \$9,500 to the Dwight Derby House. Another \$15,000 is available. The Selectmen agreed that expenses up to \$3,000 will be paid for this year's Holiday Stroll.

Selectmen Report

Mr. Peterson attended the recent Energy Committee meeting. They are under the impression that the Town is all set with the Eversource contract, but that is not the case as we are waiting for Verizon to respond.

Mr. Murby reported that the Hospital Development Committee met with Pat Casey who presented to them his financial analysis for the hospital property. Committee was impressed with him and has a good understanding of his terrific analysis. Eight developers came to the hospital site walk through; all were very impressed with the property.

Mr. Marcucci remarked that the Affordable Housing Trust committee will be looking at the Hinkley property for its best use. Unfortunate that the senior housing overlay district was

turned down at the special town meeting, however they will continue discussion at a later date. Selectman Marcucci advised that the Adams Street proposed project be placed on the November 27 meeting agenda.

Meeting dates for December / 11th and 18th.

Executive Session

At 9:40 PM Chairman Marcucci stated that the Board of Selectmen needs to meet in executive session for the purpose of discussing strategy with respect to pending litigation regarding LCB's proposed assisted living facility on Main Street. I declare that an open meeting may have a detrimental effect on negotiations.

On a motion made by Selectman Murby that the Board of Selectmen go into executive session to discuss strategy with respect to litigation, if an open meeting may have a detrimental effect on the litigating position of the public body and the Chair so declares. And that the open session not reconvenes at the conclusion of the executive session.

Roll call vote: Mr. Peterson, yes; Mr. Marcucci, yes; Mr. Murby, yes

Meeting Minutes

November 27, 2018

Chenery Meeting Room

draft

Present: Selectmen Marcucci, Murby, Peterson; Town Administrator Sullivan; Assistant Town Administrator Trierweiler; Town Counsel Cerel; Administrative Assistant Clarke

Chairman Marcucci called the meeting to order at 7:00 PM and disclosed this meeting is being recorded. Selectmen observed a moment of appreciation for our Troops serving in the Middle East and around the world

Announcements

Lions Club member Colleen Sullivan was recognized. Ms. Sullivan announced the Lions Club Christmas Tree Sale is in a new location this year, the parking lot at the American Legion. November 24 to December 16 the hours are 4-7 PM Monday to Friday and 10 AM to 5 PM on the weekends. We hope to have the support of the community

Planning Board will hold a public hearing Monday December 3, 2018 at 8:05 PM in Town Hall regarding proposed upper Spring Street Overlay District and the rezoning of three parcels of land near Peter Kristof Way

7:00 PM Public Hearing / Annual Tax Classification

Present: Board of Assessors, Kenneth Manning, Jeffrey Skerry, Thomas Sweeney

Chairman Marcucci read the public hearing legal notice that was published in the November 16, 2018 Medfield Press and declared the hearing open.

Principal Assessor, Yvonne Remillard summarized the purpose of the classification hearing. By statute the Selectmen must make the decision to adopt a single factor of 1. Historically Medfield has maintained a single rate for all classes of property (residential, commercial/ industrial, open space and personal). If the tax rate is shifted between residential and commercial, the larger burden will be placed on commercial while the residential properties would only benefit from a small savings. Ms. Remillard reported that the Board of Assessors recommends a unified tax rate of 17.87 be submitted to the DOR for their approval. Chairman Marcucci queried the audience for comments or questions. There were none.

Vote: On a motion made by Selectman Murby, seconded by Selectman Peterson it was VOTED unanimously to adopt a unified residential factor of 1 for a tax rate of \$17.87 and as recommended by the Board of Assessors

The LA5 was signed by the Selectmen and at close of meeting they will sign electronically for submission to the DOR. The Selectmen are requested to vote to sign a letter to the Board of Assessors requesting they release excess Overlay Funds in the amount of \$200,000 that may be used as a revenue source for abatements, exemptions and uncollected taxes and **it was so voted.**

DPW CONTRACTS

Vote: On a motion made and seconded it was voted unanimously to sign contract with Padula Bros., Inc. Lancaster, Ma to purchase a John Deere Tractor, cost \$72,289.25 and as recommended by DPW Director Maurice Goulet

Vote: On a motion made and seconded it was voted unanimously to sign contract with Tri-County Contractors Supply, Inc., West Springfield, MA for the purchase of a flail attachment system, cost \$61,125.99, to be used with the new John Deere Tractor and as recommended by DPW Director Maurice Goulet

Vote: On a motion made and seconded it was voted unanimously to approve and sign contract with Environmental Partners Group, Quincy, MA for consulting services regarding unaccounted for water, fee not to exceed \$43,100.00 and with correction of due date; May 2019 not May 2018

Vote: On a motion made and seconded it was voted unanimously to sign contract with Environmental Partners Group, Quincy, MA for consulting services regarding water test pilot report, fee not to exceed \$19,260 and as recommended by DPW Director Goulet

Vote: On a motion made and seconded it was voted unanimously to sign contract with Design Consultants, Inc., Somerville, MA for storm water management, fee not to exceed \$20,000

7:15 PM Developer Robert Borelli, Attorney James Murphy and from GLM Engineering, Robert Truax; present information regarding LIP project at 96 Adams Street

Attorney Murphy opened the presentation by explaining that he represents Robert Borelli on his proposed project at 96 Adams Street. He noted that another Borelli project at 67 North Street is fully rented and 71 North Street will be available in early spring. 96 Adams Street project is for total of 16 units that are for sale not rentals, age restricted to the 55 and over population. Projected sale of 12 units at \$600,000 and four affordable at \$240,000. All masters are on the first floor. This is a good use of the land and the type of housing that will be very appealing. Mr. Murphy said that there is a slight difference in the site plan that Bob Truax of GLM Engineering will explain.

Mr. Truax remarked that there are no certified vernal pools on the site as this is a concern of the neighbors. However, there are three isolated areas of wetlands (shown on map) that are subject to flooding. The Town bylaw protects these isolated wetlands that the state does not protect at all. This seems to address the neighbors concern about disturbing the back land of the site and the vernal pool.

Neighbors are very concerned about the amount of construction that will be going on for the next few years not only on Adams Street, should the project be approved, but housing

proposals near the Goddard School and the American Legion site. It's a lot for this area where there are no sidewalks; heavy trucks use the road as well as a cut through for vehicles.

Mr. Sullivan interjected saying that whether this project is passed or not, the Town plans sidewalk construction on Adams Street in the near future. Adams Street resident Patricia Cook voiced her concerns about adding at least 32 cars per day from the project and she does not feel there is ample parking for visitor vehicles.

Resident Kevin Stoddard, 6 Baker Road queried if there were more units would it help the Town's percentage for affordable units. The answer is we are in safe harbor and covered to May 2020. Resident Laurel Scotti remarked that we have enough rentals in Medfield and this plan is not appropriate for the neighborhood.

Selectman Peterson said that the Affordable Housing Trust voted 5-0 in favor of the project and I view it as a process to get a variety of housing in Town. It would add more money to our taxes with no cost and no additional school children. I'm actually ambivalent. Selectman Murby addressed the neighbors about what are your most concerns with the project. Answer, safety, construction noise, too many houses in the area. He continued saying that he did not see any upside in approving the project.

Selectman Marcucci stated that this whole process has been heartening for me; neighbors have been respectful and Mr. Borelli has done outstanding construction in all of his projects. I don't think there is anything more to do to the project to make it more appealing to the neighbors. I appreciate this proposal and it is a hard decision to make because of Bob Borelli's involvement. I feel between the proposed Hinkley project for senior housing and this one, I think Hinkley is a better fit. I don't feel this is a compelling project and don't see an upside to do it, so I will vote no.

Plastic Bag Reduction Initiative

Resident Eve Potts speaking on behalf of the committee would like to have everyone know accomplishments and activities to date. Worldwide 1 trillion plastic bags are used every year; in Medfield 4,200,000 plastic bags are used every year. Andy Costello went to every merchant in Town to let them know about our plan and only two merchants were not on board, however, they would comply when the time comes. On Medfield Day we heard comments from people who agree with the ban and thanked us for bringing the issue to the public. We had a showing of the movie "Bag It" with 22 people attending. Plan to show again in the spring and hope attendance is higher. Right now 87 towns have a ban. The committee is very diligent with working on this issue. Member Andy Costello will meet with Mark Cerel to draft a bylaw for Town Meeting. Hopefully it passes and there will be a six month leeway for merchants to use up plastic bags, a good thought to do this. Also, Ms. Potts announced that for the Holiday Stroll the committee is aiming for a plastic free event. The Board thanked Ms. Potts for providing the update.

Brown Water/Pleasant Court

Pleasant Court resident emailed about the brown/yellow water coming from her faucets and requests immediate action. DPW Director Maurice Goulet explained to the Board that Pleasant Court has a three inch main and it is difficult to flush and compounding flushing Pleasant Court ends in a cul de sac. He will have discussion with the Board of Water and Sewerage for their input into perhaps doing a replacement for the short term. To repair the main is included in our 20 year capital plan. Selectman Murby feels that this situation effects more than just one household and we should try to do something now to relieve the situation; could filters be placed on the faucets. DPW will investigate. Selectman Marcucci said that he will talk with the resident to let her know the Town's plan.

Street Light Agreements/Pole Attachments

The Town and as recommended by the Medfield Energy Committee has agreed to purchase the street lights and poles from Eversource; Verizon is a component as their equipment is on the poles. Selectmen are requested to vote to execute documents. As Verizon is a client of Selectman Marcucci's law firm he is recused

Motion: Selectman Murby made a motion to sign the purchase and sale agreement to transfer title from Eversource to Medfield and also to sign Verizon contract, seconded by Selectman Peterson and the motion carried

Discussion Items

The Rosebay at Medfield

Selectmen are requested to sign letter that includes comments from Town Boards regarding the development. Selectman Marcucci asked if there is anyone in the audience who would like to comment. Green Street resident Cynthia Green remarked that she like other Medfield residents are concerned the size of the project is too large for the neighborhood and the design of the building. Selectman Marcucci said that those concerns are included in the letter. Also Committee member Todd Trehubenko has added comments in the last paragraph regarding pro forma and long-term financial viability of the project.

Motion: Selectman Murby made a motion, seconded by Selectman Peterson to authorize Chairman Marcucci sign letter dated November 27, 2019 addressed to Catherine Racer, Associate Director, Department of Housing and Community Development expressing the Town's position on the Rosebay project and with revisions by Affordable Housing Trust Committee member Todd Trehubenko. Vote was unanimous

Town Wide Master Plan Charter

Selectmen Murby and Peterson reviewed Mr. Marcucci's comments and revisions to the charter; Mr. Peterson said that he was satisfied with the draft as presented. Mr. Murby said that he had what he feels more significant comments. A lengthy discussion ensued between Mr. Marcucci and Mr. Murby ending with the agreement that Mr. Murby will incorporate his revisions into the draft. The Selectmen agreed to defer the committee appointments until the next meeting, December 11.

COA and Parks and Recreation

The Selectmen drafted a letter concerning the requested future space needs for the two Town departments. Mr. Murby has a few items to be included and Selectmen agree they are now satisfied with the document. Chairman Marcucci called for a vote to accept.

Motion: Selectman Murby made a motion, seconded by Selectman Peterson to accept the letter to Council on Aging and parks and Recreation Commission from the Board of Selectmen in regard to collaboration/coordination regarding future space needs for Council on Aging and Parks and Recreation Department and as revised with Selectman Murby's comments. Vote was unanimous

October 29 Special Town Meeting

As Town Meeting voted down the article for the senior housing overlay district the Selectmen feel they need to make plans to bring the Hinkley project to annual Town Meeting hoping the proposal will then be supported.

As Article 8 changing Town Clerk's position from elected to appointed was defeated, Mr. Murby suggested the necessity to discuss what to do with the work load and compensation for an elected official. Selectmen advised that Town Clerk Carol Mayer attend the December 18 meeting for discussion.

Meeting dates

Chairman Marcucci suggests the meeting dates of January 8, 15 and 29 and February 5 and 19.

Firefighters Vacation Accrual

Ms. Trierweiler remarked that Fire Chief Carrico reviewed vacation records and discovered that several firemen carried over and above what is allowed in the firefighter's agreement.

However, out of eight firefighters only two will receive a payout. Chief Carrico will monitor closely so this situation does not happen going forward.

Motion: On a motion made by Selectman Murby, seconded by Selectman Peterson it was Voted unanimously to authorize Chairman Marcucci sign the Firefighters agreement addressing the vacation accrual adjustments

Town Administrator Contract

Motion: Selectman Murby made a motion, seconded by Selectman Peterson to approve and authorize Selectmen to sign contract with Town Administrator Trierweiler subject to revisions we discussed in our closed session before this meeting

Consent Agenda

Granted as noted by the Chair:

MEMO is granted a parade permit for the Christmas Parade on Saturday December 8, 2018

Medfield Lions Club granted permission to post signs promoting Christmas Tree Sale at new location, American Legion Parking Lot

Meeting Minutes

Voted unanimously to accept the October 2, 2019 minutes as revised by Selectman Marcucci and Selectman Murby

Voted unanimously to accept the October 30, 2019 minutes as revised by Selectman Murby

Selectmen Report

Mr. Peterson announced that the Medfield Foundation held their inaugural round of grants from their legacy fund and an event will be held to celebrate those grant. He said that this Sunday is the annual angel Run and looks forward to a great fun event and lots of attendees

Mr. Murby attended the meeting of the Plastic Bag Committee where there was a small turnout.

Mr. Marcucci announced that the Mayrock developers will be at the December 6 Affordable Housing Trust meeting. Also all three Selectmen attended the Eagle Scout Court of Honor this past Saturday for Troop 89; a great event and very impressive.

Adjournment

On a motion made by Selectman Murby, seconded by Selectman Peterson, the meeting adjourned at 10:25PM

Meeting Minutes

December 11, 2018

Chenery Meeting Room

draft

Present: Selectmen Marcucci, Murby, Peterson; Town Administrator Sullivan; Assistant Town Administrator Trierweiler; Town Counsel Cerel; Administrative Assistant Clarke

Chairman Marcucci called the meeting to order at 7:00 PM and disclosed this meeting is being recorded. Selectmen observed a moment of appreciation for our Troops serving in the Middle East and around the world

Chairman Marcucci extended deepest condolences to the family of former Police Chief William H. Mann. Bill served on a number of committees throughout his career in Medfield where he began as a special police officer in 1956. He was appointed police chief in 1969 and served for 20 years until his retirement in 1989. Medfield will greatly miss him.

New Department Heads

School Finance Director Michael LaFrancesca introduced new Facilities Director Amy Collieran remarking that Amy came here from Dedham where she was Assistant Facilities Director; worked for Turner Construction and was project manager at Boston University overseeing construction. He continued saying that Amy will do a great job here in Medfield and we are happy to have her with us.

Gary Pellitier joins Medfield as the Building Commissioner. Gary remarked that he has lived in Millis for 20 years and has been a local contractor since 2000. Chairman Marcucci extended a welcome to Medfield.

Specific Topic Discussion

Chairman Marcucci asked if there is anyone in the audience present for a specific topic. Resident Jean Mineo requested discussion on the MSH RFI review. Selectman Murby spoke first saying that he did not expect more than 10 responses out of the 40 mailings to developers. There were eight who came to the tour of the hospital a couple of weeks ago and four have responded to the RFI. He missed last week's Development Committee meeting; however, the committee will meet tomorrow at 6PM for discussion. Jean interjected that two of the developers are favorable for historic preservation. She wanted to know more about the special legislation sponsored by Senator Feeney and Representative Garlick. It appears to be for a 99 year lease and she would like to know what the impact will be on the proposed cultural center.

Mr. Murby questioned Town Counsel Cerel; when we review the RFI could we sign for a 99 year lease although it seems a bit premature. Mr. Cerel responded that the Town by statute could only lease for 30 years, so it comes under enabling legislation. Ms. Mineo said that as Senator Feeney and Rep. Garlick are considering an earmark for the legislation, her question is are the Selectmen in favor for a lease. Selectmen agree they are, however, they need to review a draft of the agreement.

Action Items

Motion: Selectman Murby made a motion, seconded by Selectman Peterson to sign contract with Environmental Partners Group, Inc. Quincy MA to perform Landfill Monitoring services; fee not to exceed \$31,800.00 and as recommended by DPW Director Goulet. Vote was unanimous

Motion: Selectman Murby made a motion, seconded by Selectman Peterson to award the contract to Southeastern Regional Services Group for the period 2/1/19 to 1/31/20 and authorize DPW Director Goulet to sign the contract for the following items: P.J.Keating Co., Acushnet, MA contract for SuperPave Hot Mix Asphalt for a value not to exceed \$318,850.00; Rubber Chip Seal contract to All States Asphalt, Sunderland, MA for sub-total of \$119,100.00; Bonded Wearing Course contract to All States Asphalt, Sunderland, MA for a value of \$288,450.00; Random Crack Sealing contract to Sealcoating, Inc., Braintree, MA for a sub-total of \$39,700.00; Chlorinated Rubber Traffic Line Painting contract to Markings, Inc., Pembroke, MA sub-total \$101,775.00; Guard Rails, Installation of Steel Beam contract to Premier Fence, Canton, MA sub-total \$24,450.50; to Tasco Construction, Inc. Belmont, MA, variety of structure work item sub-total \$23,612.50; Tub Grinding contract to Wicklow Wood, Northbridge, MA sub-total \$15,000.00/Grand Total of Contracts \$930,938.00. Vote was unanimous

Patriot Properties, Inc.

Selectmen are requested to vote to sign agreement with Patriot

Motion: Selectmen Murby made a motion, seconded by Selectman Peterson to sign Agreement with Patriot Properties, Inc., Marblehead, MA wherein they agree they will provide services in compliance with Department of Revenue Regulations as they currently exist for the term FY2020 through 2022, total fee amount \$7,950.00. Vote was unanimous.

From Estate of Carol Stockman/Gift of Land

Ms. Stockman, Bridge Street, bequeathed an 11.8 acre of her land to the Town for conservation purposes, never to be developed. The Town was notified in May 2018. Selectmen are requested to vote to sign Assent to Probate document and Acceptance of Deed document and **it was so voted.**

Hazardous Materials Emergency Preparedness Grant

Fire Chief requested the Selectmen vote to accept the MEMA Grant; however, documents have not arrived. Defer to future meeting.

Annual Licenses

Voted unanimously to approve 2019 all alcohol and common victualler licenses to Avenue, Basil, Jong's Garden II, Kingsbury Club Medfield, Noon Hill Grille, Nosh and Grog, Takara

Voted unanimously to approve 2019 all alcohol package store licenses to Bullard's, Medfield Package Store (Larkin's) Palumbo Liquors

Voted unanimously to approve 2019 wine and malt beverage licenses to Medfield Wine Shoppe, Medfield Commons (Gulf Station/Main Street)

Voted unanimously to approve 2019 Farmer Brewery Pouring Permit to Seventh Wave, Inc.

Voted unanimously to approve 2019 Farmer Distillery Pouring Permit to Astraluna, Inc.

Town Wide Master Plan Committee

Selectman Murby is concerned that the \$150,000.00 appropriation will be used by the committee just to hire a consultant to facilitate the plan. Selectman Marcucci doesn't feel that the committee would just turn to a consultant to get the job done. Town Planner Sarah Raposa has a strong view of the strategic component and will move the process along both for the committee's direction and meeting schedule.

Chairman Marcucci advised that residents who would like to be appointed as citizens at large be requested to submit resumes for the Selectmen's review. Defer committee appointments until next meeting.

2019 ATM Articles

Ms. Trierweiler remarked that Mr. Sullivan is working on a preliminary list of articles. Selectmen agree to defer discussion to the December 18 meeting.

FY2020 Budgets

Selectman Murby remarked that he is considering holding an information session before Town Meeting to go over budgets to help residents have a better understanding of the process. His idea is to have perhaps a member of the Warrant Committee involved or all three Selectmen present for discussion. Mr. Marcucci agrees that it would be a worthwhile exercise and not an official selectmen's meeting; continue discussion of the activity to a later date. He requests review of all department budgets, excluding school department, for the January 8 and 15 meetings. The Selectmen agree it is easier to have budget books that contain the budget printouts, i.e. three ring binders and provide copies of revised budgets when submitted. Ms. Trierweiler will provide the books.

Licenses and Permits (Consent Agenda)

Granted as noted by the Chair:

Permission is granted for the 4th Annual Hunter's Run, 5K and 1 Mile Fun Run to take place on Sunday April 7, 2019

Permission is granted for kindergarten teacher Ms. Paula Grace to post signs December 23 to January 8 announcing *Kindergarten Registration*

Selectmen Report

Mr. Peterson remarked that the MFi held two events; Legacy Fund Endowment inaugural grants, three were given out. Jean Mineo for the Cultural Center; Christain Donner for the Rail Trail; and to Medfield Youth Outreach, Dawn Alcott Director for Medfield Cares About Prevention. The Annual Angel Run was held this past weekend; 800 people ran in the rain and had a great time. He continued saying that he attended a MAPC meeting and the Regional Towns meeting where the discussion revolved around electronic voting, marijuana issues and listened to a report that area cable TV offices will run out of money and offices will close in about seven years.

Mr. Murby said that the Christmas Parade was a great event; happy to report that Medfield has received their ALS license as of November 30. Representative Shawn Dooley helped on Medfield's behalf. The Cyclocross event was a good experience, nice crowd, vendor tenets were appropriate. 700 people pre-registered, largest event to date for the organization. They will donate some of the proceeds to the Medfield Rail Trail committee. A well run event. Ms. Trierweiler interjected that the organizers have asked for the date for next year. Selectmen agree only if there is no construction activity at the hospital site.

Mr. Marcucci thanked Jean Mineo for the terrific Holiday Stroll; Town Departments made for a great event and we appreciate all their assistance. Parade was great, special day for Medfield. He reported that the Affordable Housing Trust met last week and the Mayrock developers presented their project. On February 7 the Trust will have a final review of the plan.

Ms. Trierweiler gave a short update about the Police Chief Search Committee/they will request the public's input for the next chief; will hold the assessment center the end of January and aiming for the middle of February to conduct interviews.

Adjournment

On a motion made by Selectman Murby, seconded by Selectman Peterson the meeting adjourned at 8:15 PM.

Board of Selectmen
December 18, 2019
7:00 PM, Chenery Hall
Minutes

Present: Michael Marcucci, Osler Peterson, Gus Murby, Michael Sullivan, Mark Cerel, Kristine Trierweiler

Chairman Marcucci called the meeting to order at 7:00 PM, a moment of appreciation was held for troops serving in the Middle East and around the world.

Appointments

7:00 Town Clerk, Carol Mayer

Ms. Mayer made a presentation to the Selectmen describing the delivery of services to the Town. She provided a presentation for the Selectmen to review which highlighted the activities that a Town Clerk is responsible for including Census, dog licenses, elections, etc. These tasks are all coming at once during the January to April time frame. Discussion included how to provide help in the Clerk's office for the busier times, how to maximize the use of resources that exist in the Town House currently, and how to make the dog licensing easier for the clerk to handle while also running the town census. Selectmen discussed the process of how a census form is scanned. Ms. Mayer currently utilizes senior work off employees to assist with the census processing as well as other volunteers in town.

Ms. Mayer stated she is trying her best but she is also responsible for business licensing, raffle permits, vital requests. Vital requests must be performed by the Town Clerk on the state computerized system. This year early voting was done all by volunteers so that there is no reimbursement being requested by from the State.

Ms. Mayer would like to hire a part time non benefitted person. Selectmen informed the Town Clerk that staffing the Town Hall to make sure resources are being utilized efficiently is a task assigned to Ms. Trierweiler. Town Hall staff should be flexible to help in the Town Clerk's office and then in turn repay that assistance. There may not be a need to hire anyone if we are utilizing our staff efficiently. Selectmen would like the Town Clerk to look at ways to make some of the systems such as dog licensing etc. easier to use with an online system. There are currently 2,000 dogs that need be licensed annually.

Selectmen discussed being better with our records system including ensuring that all Boards and Committees are completing meeting minutes as well as appointments staying up to date. That role has fallen to the Town Administrator's office and it should be a Town Clerk role, with an existing Town Hall staff member functioning as an Assistant Town Clerk.

Citizen Comment

Nate Bazinet, 30 Oriole Road

Mr. Bazinet submitted a letter to the Board of Selectmen regarding pedestrian safety in parking lots, specifically speed limit enforcement on private property open to the public. Mr. Bazinet described the

incident that occurred in the Shaw's parking lot, he had initially emailed Selectmen Peterson with his concerns.

Selectmen Murby stated he was adverse to government having more punitive control of its citizens. He questioned the number of accidents that were occurring in parking lots in Town. He suggested we look at areas where we know we have demonstrated issues and address those safety hazards first.

Selectmen Marcucci suggested it be sent to the Safety Committee for their review. Currently the Committee membership includes Christian Donner, Deputy Chief Wilhelmi, and Maurice Goulet. Selectmen asked Ms. Trierweiler to forward it to the Committee and thanked Mr. Bazinet for the letter and the initiative.

Appointments (continued)

7:25 Medfield State Hospital Redevelopment Committee

Todd Trehubenko provided an update to the Board of Selectmen on the RFI Process. Thirty-five RFI packets were sent out and six responses were received. Reviewed and recommend that we work with what we received; the three firms identified all say it is buildable with adjustments, mixed use with property management firms.

The three firms we recommend we work with are Beacon Communities, Trinity Financial, and Winn Companies. Two firms responded that had very different versions of the site including Pulte and Flatley and their suggestion varied differently than the Master Plan vision for the site.

Recommending we interview the three developers identified prior to making a final recommendation to the Board of Selectmen. Committee wants to discuss zoning, 40R, infrastructure limitations, and the burden on the town, tax revenue, and total number of units, commercial etc, and affordable component. Committee will work with Town Counsel on logistics of setting up those meetings. Plan is to hold these meetings in January.

Final recommendation this evening is that the BOS continue with the arts and cultural center discussions. All of the respondents saw the arts center as positive to the development. Nothing at this time indicated the BOS shouldn't move forward and in fact we are reaffirming moving forward.

Selectmen Peterson discussed the reuse of the buildings, and encouraging sign that we could still use them at this time. Concerned about the \$25 million worth of infrastructure work that needs to be completed and whose responsibility is that? MSH Redevelopment committee will continue to refine the infrastructure and examine the water concerns for the site. Ken Richards cited concern that the water issue was brought to the Committee so late. Selectmen discussed the water withdrawal permit and work needed to be done with DEP and Water and Sewerage.

Selectmen Marcucci discussed the risk of public subsidies on the site. There will be town risk up front in completing the master plan. The firms that don't need subsidies have indicated they would not go in the

direction of the mixed use master plan and would strictly build single family housing on the site. Selectmen discussed tax abatements as liability to the Town in terms of TIF funding.

Ken Richards suggested these questions being asked will be better answered once the committee has had a chance to interview the developers and discuss all of these concerns, infrastructure, water, tax abatements, tax credits, zoning, and density. We need to look at flexibility of zoning and town acceptance and these interviews will provide better vetting.

Selectmen Marcucci discussed looking at the infrastructure cost for developing a small portion of the site and mothballing the remaining building as an option for financing the site overall.

Selectmen Murby is a member of the Committee and impressed with the work they are accomplishing in a short time. The timeline will be effected by interview the developers, it would push a special Town Meeting date to the fall of 2019. Selectmen Murby identified a fork in the road with the authorization to lease to the arts and cultural center, based on the committee's comfort level with the response from developers, we don't need to worry about proceeding with that at this time. It appears to be a value added item to the site. Todd Trehubunko confirmed it is not a unanimous vote from the Committee that the arts and cultural center should move forward but the developer responses indicate that it is a positive at this time. Ken Richards cited his concerns were compromising tax credits, subsidy etc. of the overall project, but the Committee members involved in tax credits believe this would not be a compromise and his objection was removed.

Selectmen Peterson cited some developers throughout the planning process have expressed concern about the location in the center of campus, and suggested we hold moving forward until a developer is selected for the site. The developer citing this concern chose not to responds to the RFI. Selectmen Peterson cited concerns that it may still be an issue for a developer in the future.

Selectmen Murby stated the arts and cultural center had tremendous support at the Special Town Meeting, and this fork in the road might not be related to the economics of the site and more towards our history and culture as a Town. A second fork in the road is the how much can be preserved and reused on site, preservation of all the buildings has become an assumption of the redevelopment and this is related to the infrastructure costs. Selectmen Marcucci stated the role of the BOS is to determine if that is still the focus, we have a liability issue with taking the buildings down and leaving them up. If liability was zero, then we would take them down, less of an economic driver to more this forward. The cost is still unknown.

What is the best route for the Town to take: Master plan, phasing, etc.? Selectmen discussed the Master Plan and how that relates to the Development Committee. The MSH Development Committee may uncover issues that will give us insight that may need to be made to the Master Plan, what zoning is presented to the Town Meeting that will make all of this work.

Discussion continued about a master planner and/or developing the site all at once and the cost to the taxpayers (staff, resources, etc.) to subsidize the site in order to complete the Master Plan all at once. The Town doesn't have the existing senior level staff to oversee a project like this.

Bill Massaro concerned that the use of all the buildings/mothball/removal jeopardizes tax credits for the whole site that is why the conversation changed to preserving/reusing more of them came to be, and the Master Plan touches on phasing but it isn't clear how you do this: upfront sale or sale by parcel. Mr. Massaro expressed concerns about height of buildings and the building on the laundry parcel.

Mr. Jack Wolfe indicated that the 60% of the responses show the Master Plan is viable. He would like to suggest the Town to address the water issues, the Iron Manganese plant, and how to permit for additional water capacity. Suggested that Water and Sewer or outside consultant provide a plan for what we can supply for water in terms of capacity, identify water limitations, and then discuss buildings. Mr. Wolfe also discussed the Monte Carlo analysis in terms of the RFI; Mr. Trehubenko that was not shared with the responding developers, Development Committee would like to see what their financial assumptions.

Selectmen discussed how they will address the water issue going forward with DEP.

Gil Rogers asked the Board to look at infrastructure in terms of balance in growth and transportation, water, etc. If we had more housing when the road system is not prepared and causing dangerous intersections in town as well serious congestion. Committees held Catalyst meetings and were warned that meeting with these companies gave them an unfair advantage and you have the appearance of favoritism. Last point, adding a master developer and the Committee looked at pros/cons in the notes of the report. Committee concluded that the Town doesn't have the staff resources to manage this project.

Selectmen discussed further the master developer if the Town is going to be the developer and who would be hired: individual vs. firm, hiring additional staff, outside attorney, etc. Selectmen discussed the Town Administrator provide a recommendation as to whom should oversee the project. Town may need to add positions based on regulatory functions but Town shouldn't be hiring just a real estate specialist for the project or OPM like we had on the public safety building.

Action Items

Mark Cerel presented legislation that had been drafted to provide to the delegation for a home rule petition the terms of which a 99 year lease of the Chapel to the Medfield Cultural Alliance. Jean Mineo also requested the BOS write a letter of support seeking funding in an earmark from this legislative session. Town Administrator will draft letter of support.

Vote: Selectmen Murby made a motion to accept the wording of the legislation as presented by Town Counsel, Mark Cerel, seconded by Osler Peterson and the vote was unanimous.

Town Planner Sarah Raposa requests the Chairman be authorized to sign the 40B technical assistance grant for Medfield Grant. It is a grant up to \$10,000 to assist the ZBA in review of the project.

Vote: Selectmen Murby made a motion to authorize the Chair to sign the grant application, seconded by Osler Peterson and the vote was unanimous.

DPW Director Maurice Goulet requests the BOS authorize the Chair to sign an amendment to the ongoing contract with Weston and Sampson to extend the services of the Chief Operator at the WWTP.

Selectmen Murby questioned the extension and discussed why we had decided to extend for the full three years. Inability to recruit to the position is primarily the driver of the request.

Vote: Selectmen Murby made a motion to authorize the Chair to sign the amendment to the existing Weston and Sampson contract as amended by Town Counsel, seconded by Osler Peterson and the vote was unanimous.

Board of Selectmen are requested to sign the 2019 Common Victuallar Licenses for the following: Medfield Donuts (270 and 563 Main Street), Medfield Griddle Café, Town Talk Mediterranean, Italian Groceria, Donut Express, Medfield Subway, Royal Pizza, Starbucks, Blue Moon, Papa Gino's, Casabella Pizza, Cutlets, China Sky and Go Fresh.

Vote: Selectmen Murby made a motion to approve the above listed restaurants for Common Victuallar Licenses, seconded by Osler Peterson and the vote was unanimous.

Youth Outreach Director requests the Selectmen authorize the Chair to sign the Payment Voucher Forms for the legislative earmark for public awareness and suicide prevention.

Vote: Selectmen Murby made a motion to authorize the Chair to sign the payment voucher forms, seconded by Osler Peterson and the vote was unanimous.

Discussion Items

None

Pending

Fire Chief Request

Fire Chief Carrico requests the BOS accept the Hazardous Materials Emergency Preparedness Grant provided by MEMA and authorize the Chair to sign the Standard Contract Form, Kristine Trierweiler to be Authorized Signatory

Vote: Selectmen Murby made a motion to the Hazardous Materials Emergency Grant as requested by Chief Carrico designating Kristine Trierweiler as the signatory, seconded by Osler Peterson and the vote was unanimous.

Townwide Master Plan Committee Charter and Appointment of Members

Selectmen Murby made changes to the Committee Charter and will circulate final copies to the Board for the next meeting on January 8th. Changes include looking at 40B, open space including access paths, trails etc. Appointments also deferred to the 8th.

Licenses and Permits (Consent Calendar)

Director William Pope, Zullo Gallery requests a one day wine and malt permit for

First Thursdays January 3, Feb 7, March 7, April 4, May 2 and June 6, 2019

Saturday June 5/High School Alumni Jazz Jam

Saturday Feb 9/Second Songwriters Showcase

Vote: Selectmen Murby made a motion to approve the Consent Calendar, seconded by Osler Peterson and the vote was unanimous.

Kristine Trierweiler informed the Board she had received a request just before the meeting from Palumbo Liquors requesting permission to be open on December 23rd, 2018 from 10AM to 6PM. Normal hours would be 12PM to 6PM. Selectmen discuss the last minute of the request and how to be fair to all merchants.

Vote: Selectmen Murby made a motion to allow blanket approval for all liquor stores to be open on December 23, 2018 from 10AM to 6PM, seconded by Osler Peterson and the vote was unanimous.

Town Administrator Update

Michael Sullivan asked the Board to think about how they wanted to spend the meals tax fund of 15,000, not all of the bills are in for the Holiday Stroll, but there is money available. Mike suggested they consider the Dwight Derby House, the Garden Club

Michael is planning on completing a draft the Town Meeting Warrant before he retires in January. Selectmen discussed his preliminary list of articles.

Selectmen Updates

Selectmen Peterson attended the MCAP meeting and discussed Medfield foundation awards.

Selectmen Murby discussed affordable housing which is being covered by the Medfield High School newspaper.

Meeting adjourned at 9:50 PM.

Meeting Minutes
January 8, 2019
Chenery Meeting Hall

draft

Present: Selectmen Peterson and Murby; Selectman Marcucci absent; Town Administrator Sullivan; Town Administrator Trierweiler; Town Counsel Cerel; Administrative Assistant Clarke

In the absence of Chairman Marcucci Selectman Murby made a motion to declare Selectman Peterson serve as Chairman of the Board of Selectmen. Vote was unanimous
Mr. Marcucci joins the meeting by remote participation

Appointments

7:00 PM Public Hearing / Eversource Electric Company petition to install one new utility pole at 71 North Street. Chris Cosby is representing Eversource.

The work is necessary to provide service to new eight unit apartment building; Robert Borelli developer. Selectman Peterson questioned will the service come from across the road. Ms. Cosby answered no, pole will be in front of the house; this is a span issue.

Motion: Selectman Murby made a motion to approve Eversource petition to install one utility pole at 71 North Street for service to eight unit apartment building. Selectman Murby called for a roll call vote; Mr. Marcucci yes; Mr. Peterson yes; Mr. Murby yes

Massachusetts Historical Commission

Jean Mineo was recognized and she explained that she received notice that the application for state historic credits was rejected for minor reasons; this was expected. The Cultural Alliance is encouraged to reapply before the January 15 deadline. Ms. Mineo requests the Selectmen sign a second letter of support. (initial letter was signed on August 28, 2018) Selectmen agree they are in support.

Vote: Authorize Selectman Murby, as Clerk of the Board, to sign letter supporting the Cultural Alliance of Medfield to submit Massachusetts Historic Tax Credit application for the Chapel Building and the Infirmary. Selectman Murby called for a roll call vote; Mr. Marcucci yes; Mr. Peterson yes; Mr. Murby yes

Resignations

Conservation Commission members Ralph Parmigiane, and Phil Burr submitted letters of resignation. Between the two members they have given 44 years of service to the Town.

Motion: Selectman Murby made a motion to accept the resignation of Ralph Parmigiane and Phil Burr, with regrets, from the Medfield Conservation Commission. Selectman Murby called for a roll call vote; Mr. Marcucci yes; Mr. Peterson yes; Mr. Murby yes

New Building Commissioner

Motion: Selectman Murby made a motion to authorize acting Chairman Osler L. Peterson sign the Commonwealth's Certification form for Gary Pelletier, appointed as a building code enforcement official for the Town of Medfield as of December 1, 2018. Selectman Murby called for a roll call vote; Mr. Marcucci yes; Mr. Peterson yes; Mr. Murby yes

Committee Member

Selectmen are requested to vote to appoint resident Nate Bazinet as a member of the Public Safety Committee. Mr. Bazinet submitted his resume for the Board to review. He was in the audience and he read from his resume his goals should he be appointed; "to prioritize a culture of safety with a foundational emphasis on the most vulnerable members of our community, the disabled, children and seniors, with the aim of implementing simple, cost-effective and ultimately scalable, outcomes and to positively support the Safety Committee in achieving, thoughtful and responsible safety recommendations to benefit the people in Medfield."

Motion: Selectman Murby made a motion to accept Nate Bazinet's request to become a member of the Public Safety Committee. Selectman Murby called for a roll call vote; Mr. Marcucci yes; Mr. Peterson yes; Mr. Murby yes

Mr. Marcucci offered that Nate share his resume with Frank Perry, Medfield Wildlife Management Committee as he may be looking for new members. Nate is interested in hunting and outdoor activities. Mr. Sullivan interjected that only bow hunting is allowed on public property.

Pending / Town Wide Master Planning Committee Charter

Selectmen need to change the date for the initial committee meeting date to February. There are several formatting changes that Selectman Murby has made and distributed copies electronically to the Board for their review; this is the third and final version. Mr. Marcucci said that he is fine with the charter substance. Selectmen agree to defer appointing committee members to the January 15, 2019 meeting.

Motion: Move to adopt the Town Wide Master Planning Charter as reflected in the third version of the draft and do formatting changes. Selectman Murby called for a roll call vote; Mr. Marcucci yes; Mr. Peterson yes; Mr. Murby yes

Town Administrator Update

Mr. Sullivan announced that there are vacancies on the Conservation Commission, Council on Aging and the Master Planning Committee. Interested residents please send resumes to Town Hall. Several neighborhoods in Medfield experienced power outages today, however, the cause remains unknown at this time. Electricity out for 15-20 minutes or much longer. The Town's new Facilities Director Amy Collieran is on board; Jack Wolfe submitted his resignation from the Warrant Committee as he is moving out of Town and Assistant Town Accountant Matthew Violette has accepted a position in Mansfield where he is a

resident. Matthew has agreed to fill in temporarily. Our beaver trapper Barry Mandell reported that the beavers are inactive due to the high water levels. December to April is the trapping season. Pot holes have appeared on the Rte 109 bridge over the Charles; some vehicles suffered damage. Town cannot do repair work as this is state owned

MSBA Feasibility Study Agreement

Superintendent Marsden reported to the Board that the Town will advance to the next phase of the feasibility study for the Dale Street School. Phase one involved the enrollment needs and we were looking at 600 students in grades 3, 4, 5 building, however the state projects 850 in the next ten years. MSBA uses a variety of data to arrive at that number. Selectmen Murby said that isn't what the state is looking towards in a report he heard. Young people are more interested in living in cities. Dr. Marsden remarked that towns like Medfield, Hopkinton, Acton are and will continue to be attractive to home buyers according to the state. He continued saying that on December 12 Kristine, Mike Quinlan, Michael Lafrancesa, Anna Mae O'Shea Burke and myself were invited to meet with the MSBA in Boston, where they approved the feasibility study and now Medfield is in the program. We received the letter from the agency confirming that the feasibility study will move forward and will take eight or nine months. Mike Quinlan remarked that usually Towns request higher enrollment numbers but the state would say no. This is unusual because the state told Medfield to use a higher number.

Motion: Move to approve and sign the Feasibility Study Agreement for the next phase for the Dale Street Elementary School. Selectman Murby called for a roll call vote: Mr. Marcucci yes; Mr. Peterson yes; Mr. Murby yes

Selectmen Report

Mr. Marcucci has no report

Mr. Murby remarked that the results for the senior housing study are completed and ready to present to the Selectmen although the Affordable Housing Trust is scheduled to have the presentation before the Selectmen. He continued saying that even with the downturn OPEB Trust has a 3.2 million dollar balance as of November; State Hospital Development Committee will meet January 30. Mr. Murby then commented on the Historical Society water bill; we should not force them to pay the bill. They are a volunteer group that is diligent and conscientious about preserving the heritage of the Town. They already paid \$12,000 for a new roof; the \$900.00 water bill seems unreasonable. Comment made that the \$900 covers several years of water used and is not just one recent water bill. If Selectmen pay Society's water bill will this apply to all groups, i.e. Dwight-Derby House. Mr. Murby advised that the Water and Sewerage Board attend a meeting for discussion as to what they will do about the water bill. Mr. Peterson had discussion with resident Richard Mastronardi at the First Parish Meeting House about a desk from the 1600's and a 1746 bible that he recently acquired seeing them on ebay. The desk is interesting as it has a slanted top and opens to reveal several cubby holes and it is suggested that the items be put on display perhaps here at the Town Hall. Comment made that Library Trustees be contacted for a place at the library would be more suitable. Resident Stephen Resch sends compliments to the Town for having Town information on the website. Mr. Peterson announced that nominations are due the end of January for the MFi Volunteer Awards. Reception will be held in March.

Meeting adjourned at 8:10 PM

INFORMATIONAL

Asset Name	SREC I's Available	SREC II's Available	SREC 1 \$408.72	SREC 2 \$307.54	Fee	check #
Medfield Public Safety Building - System	-	6	-	1,845.24		3737
Town of Medfield - Waste Water Treatment Plant - System	-	46	-	14,146.84		3737
					\$ 15,992.08	

3737

Solect Energy Development, LLC
89 Hayden Rowe St.
Hopkinton, MA 01748
508-598-3511

MUTUALOne BANK
53-7181/2113

5/3/2019

PAY TO THE ORDER OF **Town of Medfield**


\$ **15,992.08

Fifteen Thousand Nine Hundred Ninety-Two and 08/100*** DOLLARS**

Town of Medfield
Town Administrator
459 Main Street
Medfield, MA 02052

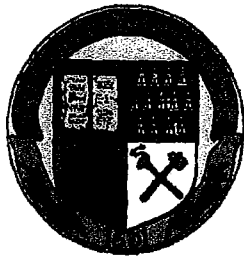
MEMO
52
Sold 6 Srec 2's @ \$ 307.54

Void After 90 Days

 AUTHORIZED SIGNATURE

Security features. Details on back.

003737 211371816 1047716642



TOWN OF MEDFIELD

Office of the

Board of Appeals on Zoning

TOWN HOUSE, 459 MAIN STREET
MEDFIELD, MASSACHUSETTS 02052-2009

(508) 906-3027
(508) 359- 6182 Fax

WEST ST

48-027

LUC: 930

NOTICE OF DECISION

TOWN OF MEDFIELD
459 MAIN ST
MEDFIELD, MA 02052

APPLICANT: Medfield Meadows, LLC

DECISION DATE: April 22, 2019

DATE OF FILING DECISION: May 10, 2019

DECISION NUMBER: 1362

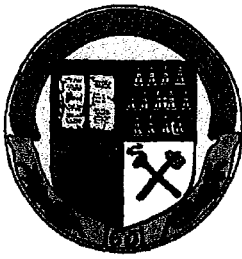
At a public hearing held on April 22, 2019 the Town of Medfield Zoning Board of Appeals, acting in the above referenced matter, approved with conditions the requested Comprehensive Permit, G.L. c. 40B, §§ 20-23.

The property is located at 41 Dale Street, Assessors Map 42, Lot 019; Residential Suburban (RS) with Primary Aquifer Protection Overlay District.

Appeals, if any, by any party other than the Applicant, shall be made pursuant to Massachusetts General Laws, Chapter 40A, s. 17, and shall be filed within twenty (20) days after the filing of this notice in the Office of the Town Clerk, Town Hall, Medfield, Massachusetts. Any appeal by the Applicant shall be filed with the Housing Appeals Committee pursuant to G. L. c. 40B, § 23, within twenty (20) days after the filing of this notice in the Office of the Town Clerk.

Copies of the decision may be obtained at the office of the Board of Appeals in person, via email, or from the Town's website: www.town.medfield.net > Boards and Committee > Zoning Board of Appeals under "ZBA Decisions."

Sarah Raposa
Town Planner
(508) 906-3027
sraposa@medfield.net



TOWN OF MEDFIELD

Office of the

Board of Appeals on Zoning

TOWN HOUSE, 459 MAIN STREET
MEDFIELD, MASSACHUSETTS 02052-2009

(508) 906-3027
(508) 359- 6182 Fax

NOTICE OF DECISION

WEST ST

48-027

LUC: 930

APPLICANT: Clifford A. Monac

DECISION DATE: May 3, 2019

DATE OF FILING DECISION: May 16, 2019

DECISION NUMBER: 1364

TOWN OF MEDFIELD

459 MAIN ST

MEDFIELD, MA 02052

At a public meeting held on May 3, 2019 the Town of Medfield Zoning Board of Appeals, acting in the above referenced matter, approved with conditions the Application for a special permit and variance(s) under MGL Chpt. 40A §9 and §10 and/or Medfield Zoning Bylaw Sections 300-2.1, 300-16.6.B(2), 300-14.10, 300-14.11, 300-Attachments 2.1 and 3.1 for the purpose of creating 4 new building lots with infiltration systems and which will share a common driveway off of North Meadows Road.

The property is located at 49 Dale Street; Assessors' Map 42 Lot 018; RS Zoning District with Primary Aquifer & Partial Well Protection Overlay.

An appeal of this decision of the permit granting authority may be made by any person aggrieved pursuant to MGL Chapter 40A Section 17, as amended, within 20 days after the date of filing the notice of decision in the Office of the Town Clerk.

Copies of the decision may be obtained at the office of the Board of Appeals in person or via email.

Sarah Raposa
Town Planner
(508) 906-3027
sraposa@medfield.net



TOWN OF MEDFIELD

BOARD OF APPEALS ON ZONING

459 Main Street
Medfield, MA 02052

EASTMOUNT RD

38-015

LUC: 930

TOWN OF MEDFIELD

459 MAIN ST

MEDFIELD, MA 02052

ABUTTERS NOTICE

The Zoning Board of Appeals will hold a public hearing starting at 7:00 p.m. on Wednesday, June 12, 2019, at the Medfield Town House, 459 Main Street, to hear the following petition:

- **John Macropoulos (applicant/owner)** seeks a variance under MGL Chpt. 40A §10 for the extension of pre-existing rear balcony into the rear setback, not to exceed 8'. The property is located at 35 Hillcrest Road; Assessors' Map 44 Lot 024; RS Zoning District.

The applications and plans may be viewed during regular business hours. All town boards and other interested parties wishing to be heard should appear at the time and place designated.

John J. McNicholas, Chairman
Board of Appeals on Zoning

MEDFIELD PRESS

May 24, 2019

May 31, 2019

Most applications and plans are available on the Town's website:

www.town.medfield.net > Boards and Committee > Zoning Board of Appeals

Questions? Comments? Contact Sarah Raposa, Town Planner: (508) 906-3027 or
sraposa@medfield.net

Note: Applications may be heard out of order at the Board's discretion



Town of Medfield

Planning Board & Zoning Board of Appeals

Public Hearing Protocols

Public Hearings: All hearings and meetings of the Board are open to the public except as may be determined by the Board in accordance with the provisions of the Massachusetts Open Meeting Law. No person shall be excluded from a meeting or public hearing unless he or she is considered by the Chair to be a "serious hindrance" to the meeting.

Hearing Procedure: The Chair shall open the hearing no earlier than the advertised time in the specified meeting place, and proceed in the following order:

1. A Board member will read the notice of hearing as published.
2. The Applicant or Representative shall present their case to the Board.
3. Questions and comments from the Board.
4. Questions and comments from public officials and representatives of other Town boards.
5. Questions and comments from abutters to the property.
6. Questions and comments from other interested parties.
7. Responses from the Applicant.
8. The public hearing will be continued or closed.
9. The Board will discuss the application and render a decision or set a date for rendering a decision.

Comments: Any person who favors, objects, or questions any Application shall have the right to speak, at the discretion of the Chair and under the following circumstances:

- The Chair will ask for the names, addresses, or any pertinent affiliations of all persons making public comment.
- All questions, comments, and remarks should be directed to the Chair, and not to the applicant, other speakers, staff, or others.
- Presenters and speakers are expected to be brief, to the point, and respectful. The Chair shall determine time limits for individual presentations if necessary, to ensure that all citizens and Board members have the opportunity to speak.
- Speakers should focus on asking new questions or providing new information, and avoid repeating previous remarks.

Site Visits: Formal site visits may be arranged at a public meeting and are open to the public for the purpose of assisting the Board members and other interested parties to become familiar with the property involved in the application. Board members and other interested parties may, through the Chair, ask questions about, and the applicant may point out, site details pertaining to the application, such as boundaries, contours, proposed buffers, driveways, etc. No other testimony will be taken, and no other discussion should occur. No minutes are taken.

Continuances: A motion to continue a hearing to another meeting may be requested by the Applicant or by a member of the Board. The continuance shall be made to a date and time certain.

Decision Making: Following close of a hearing, there will be no communication, written, verbal or otherwise with the Board as this material would not be subject to public review and comment, until such time as a decision has been rendered, unless it has been established in writing that the hearing will remain open for additional information for a specified length of time.

- **Findings:** For most types of Applications, the Board shall make Findings of Fact as necessary to support its decision to either Approve, Approve with Conditions or Deny an Application. Minimum findings should include site information, zoning compliance, compliance with applicable decision criteria and others pertinent facts deemed necessary to support a final decision.
- **Decision:** Based upon the Findings of Fact, a motion shall be made (and seconded) by a Member on the Application to Approve, Approve with Conditions or Deny an Application. Once filed with the Town Clerk, notice of the decision will be sent to abutters and the decision will be recorded at the Norfolk County Registry of Deeds at the expense of the applicant after a 20-day appeals period.

Appeals: The Board urges those who may feel aggrieved by the Board's decision to promptly consult an attorney because the time periods are short and strictly enforced.



Massachusetts Department of Environmental Protection
Bureau of Resource Protection - Wetlands

MassDEP File Number:

WPA Form 5 – Order of Conditions*

MCC-003

49 Dale Street - 4 Lots

~~Massachusetts Wetlands Protection Act M.G.L. c. 131, §40~~

**Applies Only to the Medfield Wetlands Bylaw - Chapter 290*

A. General Information

Important:
When filling out forms on the computer, use only the tab key to move your cursor - do not use the return key.



1. From: Medfield
Conservation Commission

2. This issuance is for (check one): a. ☒ Order of Conditions b. ☐ Amended Order of Conditions

3. To: Applicant:

Cliff

a. First Name

Monac

b. Last Name

c. Organization

54 Country Way

d. Mailing Address

Medfield

e. City/Town

MA

f. State

02021

g. Zip Code

4. Property Owner (if different from applicant):

Clifford A. and Susan H.

a. First Name

Monac

b. Last Name

c. Organization

54 Country Way

d. Mailing Address

Medfield

e. City/Town

MA

f. State

02021

g. Zip Code

5. Project Location:

49 Dale Street

a. Street Address

Medfield

b. City/Town

42

c. Assessors Map/Plat Number

018

d. Parcel/Lot Number

Latitude and Longitude, if known:

e. Latitude

f. Longitude

6. Property recorded at the Registry of Deeds for (attach additional information if more than one parcel):

Norfolk

a. County

167816

b. Certificate Number (if registered land)

c. Book

d. Page

7. Dates: April 2, 2019 April 18, 2019 May 16, 2019
a. Date Notice of Intent Filed b. Date Public Hearing Closed c. Date of Issuance

8. Final Approved Plans and Other Documents (attach additional plan or document references as needed):

GROVE STREET SITE PLAN OF LAND IN MEDFIELD, MA

a. Plan Title

Legacy Engineering

b. Prepared By

Daniel J. Merrikin, P.E. # 43309

c. Signed and Stamped by

May 2, 2019

d. Final Revision Date

30-feet to 1-inch

e. Scale

f. Additional Plan or Document Title

g. Date



WPA Form 5 – Order of Conditions

MCC-003

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

49 Dale Street - 4 Lots

B. Findings

1. Findings pursuant to the Massachusetts Wetlands Protection Act:

Following the review of the above-referenced Notice of Intent and based on the information provided in this application and presented at the public hearing, this Commission finds that the areas in which work is proposed is significant to the following interests of the Wetlands Protection Act. Check all that apply:

- a. ☒ Public Water Supply b. ☒ Land Containing Shellfish c. ☒ Prevention of Pollution
d. ☒ Private Water Supply e. ☒ Fisheries f. ☒ Protection of Wildlife Habitat
g. ☒ Groundwater Supply h. ☒ Storm Damage Prevention i. ☒ Flood Control

2. This Commission hereby finds the project, as proposed, is: (check one of the following boxes)

Approved subject to:

- a. ☒ the following conditions which are necessary in accordance with the performance standards set forth in the wetlands regulations. This Commission orders that all work shall be performed in accordance with the Notice of Intent referenced above, the following General Conditions, and any other special conditions attached to this Order. To the extent that the following conditions modify or differ from the plans, specifications, or other proposals submitted with the Notice of Intent, these conditions shall control.

Denied because:

- b. ☐ the proposed work cannot be conditioned to meet the performance standards set forth in the wetland regulations. Therefore, work on this project may not go forward unless and until a new Notice of Intent is submitted which provides measures which are adequate to protect these interests, and a final Order of Conditions is issued. **A description of the performance standards which the proposed work cannot meet is attached to this Order.**
- c. ☐ the information submitted by the applicant is not sufficient to describe the site, the work, or the effect of the work on the interests identified in the Wetlands Protection Act. Therefore, work on this project may not go forward unless and until a revised Notice of Intent is submitted which provides sufficient information and includes measures which are adequate to protect the Act's interests, and a final Order of Conditions is issued. **A description of the specific information which is lacking and why it is necessary is attached to this Order as per 310 CMR 10.05(6)(c).**

Inland Resource Area Impacts: Check all that apply below. (For Approvals Only)

3. ☒ Buffer Zone Impacts: Shortest distance between limit of project disturbance and wetland boundary (if available)
- | Resource Area | Proposed Alteration | Permitted Alteration | Proposed Replacement | Permitted Replacement |
|--|----------------------------------|----------------------------------|----------------------|-----------------------|
| 4. <input type="checkbox"/> Bank | a. linear feet | b. linear feet | c. linear feet | d. linear feet |
| 5. <input type="checkbox"/> Bordering Vegetated Wetland | a. square feet | b. square feet | c. square feet | d. square feet |
| 6. <input type="checkbox"/> Land Under Waterbodies and Waterways | a. square feet
e. c/y dredged | b. square feet
f. c/y dredged | c. square feet | d. square feet |

50-feet
a. linear feet



WPA Form 5 – Order of Conditions

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

MassDEP File Number:

MCC-003

49 Dale Street - 4 Lots

C. General Conditions Under Massachusetts Wetlands Protection Act

(only applicable to approved projects)

1. Failure to comply with all conditions stated herein, and with all related statutes and other regulatory measures, shall be deemed cause to revoke or modify this Order.
2. The Order does not grant any property rights or any exclusive privileges; it does not authorize any injury to private property or invasion of private rights.
3. This Order does not relieve the permittee or any other person of the necessity of complying with all other applicable federal, state, or local statutes, ordinances, bylaws, or regulations.
4. The work authorized hereunder shall be completed within three years from the date of this Order unless either of the following apply:
 - a. the work is a maintenance dredging project as provided for in the Act; or
 - b. the time for completion has been extended to a specified date more than three years, but less than five years, from the date of issuance. If this Order is intended to be valid for more than three years, the extension date and the special circumstances warranting the extended time period are set forth as a special condition in this Order.
5. This Order may be extended by the issuing authority for one or more periods of up to three years each upon application to the issuing authority at least 30 days prior to the expiration date of the Order.
6. Any fill used in connection with this project shall be clean fill. Any fill shall contain no trash, refuse, rubbish, or debris, including but not limited to lumber, bricks, plaster, wire, lath, paper, cardboard, pipe, tires, ashes, refrigerators, motor vehicles, or parts of any of the foregoing.
7. This Order is not final until all administrative appeal periods from this Order have elapsed, or if such an appeal has been taken, until all proceedings before the Department have been completed.
8. No work shall be undertaken until the Order has become final and then has been recorded in the Registry of Deeds or the Land Court for the district in which the land is located, within the chain of title of the affected property. In the case of recorded land, the Final Order shall also be noted in the Registry's Grantor Index under the name of the owner of the land upon which the proposed work is to be done. In the case of the registered land, the Final Order shall also be noted on the Land Court Certificate of Title of the owner of the land upon which the proposed work is done. The recording information shall be submitted to this Conservation Commission on the form at the end of this Order, which form must be stamped by the Registry of Deeds, prior to the commencement of work.
9. A sign shall be displayed at the site not less than two square feet or more than three square feet in size bearing the words,

"Massachusetts Department of Environmental Protection" [or, "MassDEP"]

"File Number 214-0551"



WPA Form 5 – Order of Conditions

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

C. General Conditions Under Massachusetts Wetlands Protection Act (cont.)

- b) No stormwater runoff may be discharged to the post-construction stormwater BMPs unless and until a Registered Professional Engineer provides a Certification that:
- i.* all construction period BMPs have been removed or will be removed by a date certain specified in the Certification. For any construction period BMPs intended to be converted to post construction operation for stormwater attenuation, recharge, and/or treatment, the conversion is allowed by the MassDEP Stormwater Handbook BMP specifications and that the BMP has been properly cleaned or prepared for post construction operation, including removal of all construction period sediment trapped in inlet and outlet control structures;
 - ii.* as-built final construction BMP plans are included, signed and stamped by a Registered Professional Engineer, certifying the site is fully stabilized;
 - iii.* any illicit discharges to the stormwater management system have been removed, as per the requirements of Stormwater Standard 10;
 - iv.* all post-construction stormwater BMPs are installed in accordance with the plans (including all planting plans) approved by the issuing authority, and have been inspected to ensure that they are not damaged and that they are in proper working condition;
 - v.* any vegetation associated with post-construction BMPs is suitably established to withstand erosion.
- c) The landowner is responsible for BMP maintenance until the issuing authority is notified that another party has legally assumed responsibility for BMP maintenance. Prior to requesting a Certificate of Compliance, or Partial Certificate of Compliance, the responsible party (defined in General Condition 18(e)) shall execute and submit to the issuing authority an Operation and Maintenance Compliance Statement ("O&M Statement") for the Stormwater BMPs identifying the party responsible for implementing the stormwater BMPs Operation and Maintenance Plan ("O&M Plan") and certifying the following: *i.*) the O&M Plan is complete and will be implemented upon receipt of the Certificate of Compliance, and *ii.*) the future responsible parties shall be notified in writing of their ongoing legal responsibility to operate and maintain the stormwater management BMPs and implement the Stormwater Pollution Prevention Plan.
- d) Post-construction pollution prevention and source control shall be implemented in accordance with the long-term pollution prevention plan section of the approved Stormwater Report and, if applicable, the Stormwater Pollution Prevention Plan required by the National Pollution Discharge Elimination System Multi-Sector General Permit.
- e) Unless and until another party accepts responsibility, the landowner, or owner of any drainage easement, assumes responsibility for maintaining each BMP. To overcome this presumption, the landowner of the property must submit to the issuing authority a legally binding agreement of record, and acceptable to the issuing authority, evidencing that another entity has accepted responsibility for maintaining the BMP, and that the proposed responsible party shall be treated as a permittee for purposes of implementing the requirements of Conditions 18(f) through 18(k) with respect to that BMP. Any failure of the proposed responsible party to implement the requirements of Conditions 18(f) through 18(k) with respect to that BMP shall be a violation of the Order of Conditions or Certificate of Compliance. In the case of stormwater BMPs that are serving more than one lot, the legally binding agreement shall also identify the lots that will be serviced by the stormwater BMPs. A plan and easement deed that grants the responsible party access to perform the required operation and maintenance must be submitted along with the legally binding agreement.
- f) The responsible party shall operate and maintain all stormwater BMPs in accordance with the design plans, the O&M Plan, and the requirements of the Massachusetts Stormwater Handbook.



WPA Form 5 – Order of Conditions

MCC-003

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

49 Dale Street - 4 Lots

E. Issuance

This Order is valid for three years, unless otherwise specified as a special condition pursuant to General Conditions #4, from the date of issuance.

May 16, 2019

1. Date of Issuance

Please indicate the number of members who will sign this form:

This Order must be signed by a majority of the Conservation Commission.

2. Number of Signers

The Order must be mailed by certified mail (return receipt requested) or hand delivered to the applicant. A copy also must be mailed or hand delivered at the same time to the appropriate Department of Environmental Protection Regional Office, if not filing electronically, and the property owner, if different from applicant.

Signatures:

Michael Perloff
Pat Kennedy
Deborah Perloff
George W. Danahy

Richard E. Hays

Notary Acknowledgement

Commonwealth of Massachusetts County of

Norfolk

On this 16th of

May
Month

2019
Year

Before me, the undersigned Notary Public, personally appeared

Michael Perloff
Name of Document Signer

proved to me through satisfactory evidence of identification, which was/were

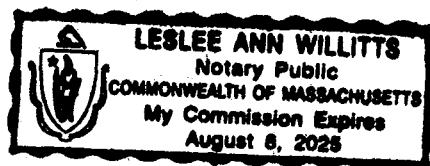
Michael Perloff - known to me

Description of evidence of identification

to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

As member of Medfield
City/Town

Conservation Commission



Leslee Ann Willitts
Signature of Notary Public

Leslee Ann Willitts

Printed Name of Notary Public

August 8, 2025

My Commission Expires (Date)

Place notary seal and/or any stamp above

This Order is issued to the applicant as follows:

☒ by hand delivery on

May 16, 2019

Date

☐ by certified mail, return receipt requested, on

Date



WPA Form 5 – Order of Conditions

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

MassDEP File Number:

MCC-003

49 Dale Street - 4 Lots

F. Appeals

The applicant, the owner, any person aggrieved by this Order, any owner of land abutting the land subject to this Order, or any ten residents of the city or town in which such land is located, are hereby notified of their right to request the appropriate MassDEP Regional Office to issue a Superseding Order of Conditions. The request must be made by certified mail or hand delivery to the Department, with the appropriate filing fee and a completed Request of Departmental Action Fee Transmittal Form, as provided in 310 CMR 10.03(7) within ten business days from the date of issuance of this Order. A copy of the request shall at the same time be sent by certified mail or hand delivery to the Conservation Commission and to the applicant, if he/she is not the appellant. Any appellants seeking to appeal the Department's Superseding Order associated with this appeal will be required to demonstrate prior participation in the review of this project. Previous participation in the permit proceeding means the submission of written information to the Conservation Commission prior to the close of the public hearing, requesting a Superseding Order or Determination, or providing written information to the Department prior to issuance of a Superseding Order or Determination.

The request shall state clearly and concisely the objections to the Order which is being appealed and how the Order does not contribute to the protection of the interests identified in the Massachusetts Wetlands Protection Act (M.G.L. c. 131, § 40), and is inconsistent with the wetlands regulations (310 CMR 10.00). To the extent that the Order is based on a municipal ordinance or bylaw, and not on the Massachusetts Wetlands Protection Act or regulations, the Department has no appellate jurisdiction.

Section G, Recording Information is available on the following page.



Medfield Conservation Commission

Town Hall · 459 Main Street · Medfield, Massachusetts 02052-2009
(508) 906-3028 · Fax (508) 359-6182 · lwillitts@medfield.net

ORDER OF CONDITIONS with Findings of Fact

Medfield Wetlands Bylaw File No. **MCC-003**

Applicant: Cliff Monac
Owner: Same
Location of Land: **49 Dale Street, Medfield, MA 02052**
Assessor Map 42, Parcel 018

The following conditions supplement those on the attached Form 5 and apply to the Medfield Wetlands Bylaw, Chapter 290 and its associated Rules and Regulations:

GENERAL CONDITIONS OF THE COMMISSION

19. This Order of Conditions (Order) applies to the applicant, the owner of the lot described in the Notice of Intent (Land), and the successors and assigns of each. Accordingly, applicant means the applicant, the owner, and the agents, successors, and assigns of each.

20. The work authorized hereunder shall be completed within one year from the date of issue. This Order may be extended by the issuing authority for one or more periods of one year intervals upon written request at least 30 days prior to the expiration date of the Order. [Bylaw]

21. Before altering any part of the Land, the applicant shall provide the Commission, in writing, with the name, work and home address, and work and home telephone number of each person responsible for supervising the project and complying with this Order; notify the Commission in writing of the date work will begin at least seven (7) days before it will begin; if the Commission so requests, meet on the site with the Commission, the project supervisor identified above, and other persons the Commission specifies to review the project and this Order, including siltation controls; and explain the requirements of this Order to the developer or contractor responsible for carrying out the project so that he understands them.

22. This Order shall be included by reference in all contracts, plans and specifications with contractors and subcontractors dealing with the activity proposed in this Order and that are

31. All construction materials, earth stockpiles, landscaping materials, slurry pits, waste products, refuse, debris, stumps, slash, or excavate may only be stockpiled or collected in areas as shown and labeled on the approved plan(s), or if no such areas are shown must be placed or stored outside all resource areas and associated buffer zones under cover and surrounded by a double-staked row of straw bales to prevent contact with rain water.
32. No material of any kind may be buried, placed or dispersed in areas within the jurisdiction of the Commission by activities that are the subject of this Order, except as are expressly permitted by this Order or the plans approved herein.
33. There shall be no pumping of water from wetland resource areas.
34. This Order authorizes only the activity described on the approved plan(s) and approved documents referenced in this Order. Any other or additional activity in areas within the jurisdiction of the Commission will require separate review and approval by the Commission or its agent.
35. If any unforeseen problem occurs during the work activity which affects or may affect any of the interests of the Massachusetts Wetlands Protection Act, ch. 131, sec. 40, or the Medfield Wetlands By-Law, Chapter 290, including but not limited to plans to conduct substantial blasting of bedrock or large rock formations or discovery of unanticipated soil conditions, the applicant shall notify the Commission immediately in writing (or if the Commission discovers the problem, the Commission shall notify the applicant), and the Commission may require an immediate meeting between the Commission, applicant, engineer, and contractor to determine whether any measures should be taken to protect the interests of the Act and, if so, the precise measures. The applicant shall then correct the problem or prevent a possible problem by using the measures that the Commission requires.
36. All biodegradable erosion control barriers (ECB) shall be installed according to the manufacturer's specifications. Any ECB installed as a tube (sock, log, etc.) shall include the installation of an orange construction fence or other highly visible devise, on the upland side of the tube.

Any silt fence used on a project site shall be entrenched 6 inches into the ground.

Any bales used as an ECB shall be straw bales. The applicant shall provide the Commission with verification that bales are composed of straw. All straw bales shall be double-staked, with one stake angled through the top of a bale into the bottom of the bale next to it to ensure that the bales remain tight against each other. Straw bales shall be entrenched into the ground at least three (3) inches. Where the straw bales are required to be backed by silt fencing, the silt fencing shall be placed immediately on the edge of the bales closer to the resource areas and shall be

aware of resource areas and buffer zones in the vicinity of the property and this Order of Conditions and has received a copy of it.

44. This Order in no way implies, certifies, or guarantees that the property or adjacent or downstream areas will not be subject to flooding, storm damage, or any other form of damage from run-off, ground water, or other water. By accepting this Order, the applicant and owner agree on behalf of themselves and their successors and assigns to indemnify and hold harmless the Town of Medfield, its agents, employees, and residents, and the Commission and the employees, members, and agents for any damage caused by alterations undertaken on the Land pursuant to this Order; that the Town of Medfield, its agents, employees, and residents, and the agents, employees, or members of the Commission shall not be responsible for maintaining any drainage system or detention or retention basins proposed in the Notice of Intent or required by this Order; and that the Town, its agents, employees, and residents, and the agents, employees and the Commission shall not be liable for any damage if such systems or basins fail.

45. Every request for waiver or modification of a condition must be made in writing to the Commission, which may require a hearing on the request. No waiver or modification of any condition or any part of one shall be implied from the Commission's failure to discover or to take any action with respect to the applicant's non-compliance with any condition or with any part of one. The Commission's waiver of the applicant's compliance with any part of any condition shall affect only that part of the condition, and in all other respects the condition shall stand as though the waiver had not been made. Similarly, the Commission's waiver of the applicant's compliance with any entire condition shall affect only that condition, and in all other respects this Order shall stand as though the waiver had not been granted.

46. If a court or administrative agency declares any of these conditions or any part of one invalid for any reason, the invalidity shall affect only that condition or part of one declared invalid, and in all other respects the provision shall stand as though the invalid part of the condition had not been made, and no other portion of the condition, no other conditions, nor this Order as a whole shall be affected.

the Charles River watershed and the Town wellfields--by keeping silt and nutrients out of them; and preserving the flood storage capacity of the Charles River, its tributaries, and the wetlands and floodplains associated with them.

The Commission also finds that an undisturbed forest buffer of at least fifty (50) feet between the edge of the area to be disturbed and the resource area (except riverfront area) is necessary to protect the resource areas. Undisturbed buffer zones reduce harm to wetlands / resource areas caused by adjacent development and other activities and provide essential habitat for wetlands species. The effectiveness of buffers increases with width, and buffers less than fifty (50) feet wide are generally ineffective in protecting wetlands. See "The Role and Function of Forest Buffers in the Chesapeake Bay Basin for Nonpoint Source Management," by Forestry Work Group of the Nonpoint Source Subcommittee, Chesapeake Bay Program, EPA Contract No. 68-WO-0043 (Feb. 1993); and the publications cited in the bibliography entitled "General References on Buffers," compiled by Robert Buchsbaum, Massachusetts Audubon Society: North Shore, including without limitation, "Vegetated Buffers in the Coastal Zone: A Summary and Bibliography," by A. Desbonnet et al., Coastal Resources Center Tech. Rep. No. 2064 (Univ. of R.I. Graduate School of Oceanography, Narragansett, R.I., 1994) (concluding that even buffer zones 20 and 30 meters wide remove as little as 70 percent of sediments and pollutants), and "Wetland Buffers: Use and Effectiveness," by A.J. Castelle et al., Washington State Univ. Dep't of Ecology, Pub. No. 92-10 (Olympia, Wash., Feb. 1992).

The Commission finds that the resource area: Isolated Vegetated Wetlands, 50-foot No-Disturb Resource Area (Medfield Wetlands Bylaw, Chapter 290) and the undisturbed 100-foot buffer zone are significant for protecting ground water, preventing pollution, preventing damage from storms, storing flood waters, protecting fisheries and providing wildlife habitat. See the Medfield Wetland Bylaw, Chapter 290.

Based on these Findings of Fact, the Commission imposes the following Special Conditions, which supersede any general conditions that conflict with them or that impose lesser requirements:

II. SPECIAL CONDITIONS:

47. A sign shall be displayed at the site not less than two square feet or more than three square feet in size, and that it shall read, "**Medfield Conservation Commission (or MCC) File No. MCC-003.**" That sign shall be located and the lettering made clear enough so that the sign can be read from the street in front of the proposed project. The sign shall not be attached to a live tree. The sign shall remain in place and visible until a Certificate of Compliance is issued for the activity.

Stamped by Daniel J. Merrikin, P.E. Civil # 43309
MCC

on file with:

56. For projects involving the construction of a **house**, an addition to a house or an inground swimming pool, once the foundation/pool location has been designated on site but **before excavation**, the applicant shall have the location verified by the Commission; and upon completion of the foundation/pool submit to the Commission an **as-built interim plan**, at the same scale as the proposed plan of record and stamped and signed by a registered professional engineer, surveyor, or landscape architect, showing, in a solid line, the location and dimensions of the foundation as built; in a broken line, the location and dimensions of the foundation as shown on the plan approved by the Commission and specified above in Special Condition # 55; the limits of all resource areas; the edge of the 100-foot buffer zone bordering each resource area; the limits of any floodplain; the distance in feet between the foundation and the nearest part of a resource area; the location and type of sediment controls; the limits of disturbed area; and contours in two-foot intervals.

57. The applicant shall submit with the foundation/pool as-built **interim** plan and a letter stamped and signed by a registered professional engineer, surveyor, or landscape architect stating whether the foundation as constructed differs from the foundation as shown on the plan approved by the Commission and specified above in Condition #55 and, if so, how it differs, whether in location, dimension, distance to the nearest resource area, or otherwise, from the Notice of Intent, all plans, and all other documents, records, correspondence, and representations of the applicant as presented to and approved by the Commission. The letter shall also explain the reason for each change from the approved plan.

58. The applicant shall take best management practices to insure that the foundation for the proposed dwelling is water-proofed. The applicant shall provide the Commission with appropriate documentation showing that this condition is met.

59. The applicant shall not proceed with framing the foundation or performing finishing pool appurtenances until he has received the written authorization of the Commission. In its discretion, the Commission may choose to review the foundation plan and letter at a meeting and may require the applicant to attend the meeting.

60. The applicant shall monitor daily, maintain properly, and reinforce or replace as necessary all erosion controls, including without limitation all straw bales, silt fences, and riprap, so that they serve their intended purpose until all adjacent disturbed areas have been stabilized and until the Commission determines that they can or must be removed. The applicant shall notify the Commission promptly and in writing of any deficiencies in erosion controls and of any actions that it has taken or proposes to take to correct the problem, and shall implement all additional erosion and sedimentation controls that it, the Commission, or the DEP finds necessary. The applicant shall remove immediately and by hand any silt or other materials that have entered any

71. Grading shall be accomplished so that runoff shall not be directed to the property of others, except as indicated on the approved plan.

72. No yard waste, including without limitation grass clippings, branches, leaves, bark mulch, and stones, shall be disposed of or placed in the resource area shown on the Plan and described in the Notice of Intent. This condition shall be referenced in any Certificate of Compliance issued for **Lots 19A, 20A, 21A, and 22A at 49 Dale Street, Medfield.**

73. To prevent contamination of the aquifer supplying water to the Town, no herbicides, pesticides (except on the person), or any other harmful chemicals shall be used on that part of the lawn that is within the buffer zone, and any fertilizers used on that part of the lawn shall be of the slow-release organic granular type, low-nitrogen variety. This condition shall be referenced in any Certificate of Compliance issued for **Lots 19A, 20A, 21A, and 22A Dale Street, Medfield**

74. The "Findings of Facts" are incorporated as special condition #74 and given equal status as such.

75. The applicant shall reference the 18-inch stone wall in deeds of each lot as to mark the limit of clearing, planting of lawn, or landscaping as shown on the plan of record. The 18-inch stone wall shall remain in place in perpetuity, forever, to denote the location of the restricted area. The location of the 18-inch stone wall shall be shown on the as-built plan as required by Condition 77 (f). This Condition shall be noted on any Certificates of Compliance issued for this Order.

76. The 18-inch stone wall shall be installed along the "Deed Restriction Line" and Limit of Work line as shown on the Plan of Record" (Order #55). This condition shall be referenced in any Certificate of Compliance issued for **Lots 19A, 20A, 21A, and 22A Dale Street, Medfield** as shown on the Plan of Record (#55)

77. Within thirty (30) days upon completion of construction and final soil stabilization, the applicant shall submit the following to the Conservation Commission to request a Certificate of Compliance (COC):

- (1) A Completed Request for a Certificate of Compliance form (WPA Form 8A) or a written request to the Commission for a Certificate of Compliance.
- (2) A letter, signed under the penalties of perjury, from a Registered Professional Engineer certifying compliance of the property with this Order of Conditions, and detailing any deviations that exist, and their potential effect on the project. A statement that the work is in "substantial compliance" with no detailing of the deviations shall not be accepted.

81. Only slow-release organic granular type, low-nitrogen fertilizers shall be used within the wetland buffer zone. This condition shall survive the expiration of this Order, and shall be included as a continuing condition in perpetuity on the Certificate of Compliance.

82. Dumping Prohibited: There shall be no dumping of leaves, grass clippings, brush, or other debris into the wetland resource area. This condition shall survive the expiration of this Order, and shall be included as a continuing condition in perpetuity on the Certificate of Compliance.

83. Additional Alteration Prohibited: There shall be no additional alterations of areas under Conservation Commission jurisdiction without the required review and permit(s). This condition shall survive the expiration of this Order, and shall be included as a continuing condition in perpetuity on the Certificate of Compliance.

84. Prior to the issuance of a Certificate of Compliance and/or upon the sale of the property to subsequent owners, the new owner shall provide a letter to the Conservation Commission acknowledging that he/she understands the wetland restrictions bound to this property. A copy of this letter shall accompany the written request for a Certificate of Compliance. This condition shall be an ongoing condition and **shall be recorded in the deed and on subsequent deeds.**

85. The following conditions: 72, 73, 76, 79, 80, 81, 82, 83, 84 and 85 shall run with the Land and be binding in perpetuity on all successors in title and assigns of the applicant. This Condition shall be noted on any Certificates of Compliance issued for this Order.