

TOWN OF MEDFIELD

MEETING NOTICE

POSTED:

RECEIVED
TOWN OF MEDFIELD, MASS.
TOWN CLERK

2019 JUL 26 A 11:45

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 July 30, 2019 @ 7:00 PM

AGENDA (Subject to change)

7:00 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

Citizen Comment

Appointments

7:05 PM Swearing In of Deputy Police Chief Larz Anderson

Discussion of application for *Rosebay at Medfield*

John Thompson; update on state hospital property

Fred Davis and members of the Energy Committee; discuss state hospital carbon footprint; application for a \$12,500 Municipal Energy Technical Assistant grant

Action Items

Certificate of appreciation for Pastor Chechiles

Request for lawn mowing at Unitarian Church

Request from Town Administrator and Police Chief to participate in the Tri-County Internship Program

Selectmen are requested to vote to appoint Fire Chief Carrico as Medfield's Emergency Management Director

Town Clerk recommends the appointment of Nathan Bazinet to the Board of Registrars

Selectmen are requested to vote to sign the contract with LeftfieldLLC for Dale Street School Feasibility Study

Selectmen are requested to vote to appoint Michael Quinlan to the MSBA Designer Selection Committee

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

Re-Bid SERSG Contract for FY20 Water Sewer Treatment Chemicals

MTC OPS, LLC, Walpole MA; assist the Town to dispose of surplus vehicles and equipment; Town pays 12% of each item sold

Environmental Partners Group, Inc., Quincy MA Landfill Monitoring Program, amount \$31,800.00

Pare Corp., Foxboro MA; Danielson Pond Dam Study, amount \$16,250.00

Inspec Coatings, Inc., Campbell Ohio; Mt Nebo Tank Rehabilitation, amount \$513,900.00

Discussion

Board of Health

Pending

Town Administration Evaluation

Town Administrator Goals FY2020

Licenses and Permits (consent agenda)

Medfield Public Library requests using the Town Gazebo on August 10, 1-1:30PM for the Charles River Chorale concert

Owen Hawkins, Manager 7th Wave Brewing, Medfield requests a one-day malt beverage permit for the Brew Moon Hike at Rocky Woods, August 17 6:00-8:00 PM

Medfield High School Football Team requests permission to hold a fundraising car wash behind Town Hall on Sunday August 25, 9AM to Noon

Medfield Student Council requests permission to hold a fundraising car wash behind Town Hall on Saturday September 28, 10AM-2PM

Block Party permit is requested for the Cypress Street neighborhood on Saturday September 14, 2-9 PM; rain date Sunday September 15

Kathy and Abe Schickel request permission to hold the 7th Annual Run Like A Maverick 5k on Sunday May 3, 2020. The 5K is held in memory of their daughter Elizabeth who was a Montrose Student and passed away in 2014. Mr. and Mrs. Schickel deeply appreciate the support of the Medfield Community through the years

Town Administrator Update

Review Board of Selectmen Action List

Selectmen Report

RECEIVED
TOWN OF MEDFIELD, MASS
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TOWN CLERK

Informational

Letter from Department of Housing and Community Development confirming the proposed LIP project *Aura at Medfield* has been approved (American Legion building site)

Notice from Secretary of the Interior Medfield receiving Payment in Lieu of Taxes (PILT), amount \$1,284

Copy of ZBA public hearing notices for August 14 and August 15

Copy of Medfield Conservation Commission Legal Notice for August 1 meeting, subject maintenance of stone wall at Bakers Pond

Copy of letter to Building Commissioner from Insurance Services Office, Inc.

Letter from Norfolk County Sheriff Jerome McDermott regarding inmate community service

Letter from MAPC regarding annual Municipal Elections

Notice from Norfolk County regarding Medfield's tax levy

Copy of letter from Kleinfelder Inc. (environmental) regarding Cumberland Farms final inspection and completion statement

Copies of correspondence between Bishop Lane residents and Appalachian Mountain Club regarding Bay Circuit Trail

Thank you letter from resident for assistance at the Transfer Station

Next meeting dates

Tuesday August 13

Thursday August 29

Tuesday September 3

E. Clarke
7-26-19

OFFICE OF THE
TOWN CLERK

2019 JUL 26 A 11:46

RECEIVED
TOWN OF MEDFIELD, MASS



Evelyn Clarke <eclarke@medfield.net>

Submission for BoS Meeting

1 message

Fred Davis <fdavis@tiac.net>

Thu, Jul 25, 2019 at 9:58 AM

To: Evelyn Clarke <eclarke@medfield.net>

Cc: Osler Peterson <osler.peterson@verizon.net>

Hello Evelyn --

On behalf of Medfield Energy Committee's Subcommittee on the MSH Redevelopment, I would like to submit the attached letter for inclusion in the packet for the next Board of Selectmen meeting.

We may also need a few minutes on the agenda to discuss a related matter, applying for a \$12,500 Municipal Energy Technical Assistance Grant from the Department of Energy Resources, to hire a consultant to help guide Medfield Energy Committee and the Town in investigating the opportunity for making the MSH redevelopment a low-carbon / low-energy project. We would need sign-off from BoS on the application form.

Please let me know if this meets your requirements.

I don't do this often, so would you please advise receipt?

Thank you very much.

-- Fred Davis

**2019 07 25 MEC ltr to BoS re MSH draft.doc**

15K

From Medfield Energy Committee members regarding MSH Carbon Footprint 7/25/19

Dear Selectmen --

The Medfield Energy Committee (MEC) started in 2008 with a mission to reduce our municipal buildings' energy use and thus save the town money and reduce its contributions to climate change.

Since then the MEC has worked on projects that have reduced the energy costs in Medfield from \$1.2M in 2008 to \$670K in 2017, a 44% reduction. We continue to implement additional projects, including the recently completed street light conversion to LEDs. The MEC has additional projects that we are working on and we are also looking at future projects that the Town will undertake and how we might reduce future energy consumption, and the Town's carbon footprint.

Given its sheer scope, the redevelopment of the former Medfield State Hospital (MSH) property represents a unique opportunity for the town to make a significant positive impact on its future energy consumption and carbon-footprint. Furthermore, it is becoming increasingly more practical and less expensive to achieve such an impact.

- The methods, feasibility, and the costs of constructing/reconstructing to low-carbon standards have all come a long way in the last couple of years. The MEC is aware of other major developments going on right now (e.g. Somerville, Belmont, Newton) where "Passive House" and other such low-carbon standards are being incorporated. New studies are showing that the incremental costs to achieve such standards have diminished dramatically.
- Eversource is eager to provide significant assistance, as are agencies such as DOER, Mass-CEC, MCAN, MAPC.
- Some major developers have recently "become educated" and are right now incorporating these types of building standards into their major new developments nearby.

This letter is meant to make Medfield's Board of Selectmen aware of the MEC's ongoing activities and insights in this area and request that the BoS engage with the MEC as it proceeds with the development of the MHS site.

Sincerely,

Medfield Energy Committee members:

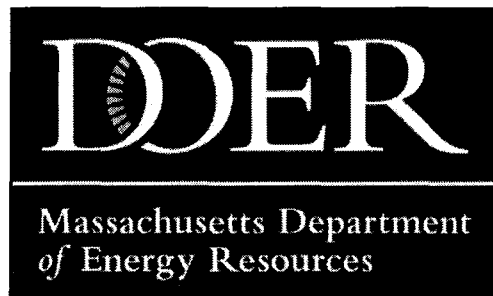
Fred Davis
Cynthia Greene
Marie Zack Nolan
Paul Fechtelkötter

Other Team members:

Jim Nail
Fritz Fleischmann
David F. Temple
Alec Stevens
David Stephenson (former Medfielder)

THE COMMONWEALTH OF MASSACHUSETTS
**EXECUTIVE OFFICE OF ENERGY AND
ENVIRONMENTAL AFFAIRS**
DEPARTMENT OF ENERGY RESOURCES
JUDITH F. JUDSON, COMMISSIONER

100 Cambridge Street, Suite 1020
Boston, MA 02114



Program Opportunity Notice (PON)

Document Title: Municipal Energy Technical Assistance Grant Program

COMMBUYS Bid Number: BD-19-1041-ENE01-ENE01-41042

Agency Document Number: PON-ENE-2019-008

Issued June 17, 2019

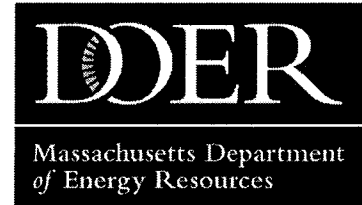
Please Note: This is a single document associated with a complete Bid (also referred to as Solicitation) that can be found on www.COMMBUYS.com. All Bidders are responsible for reviewing and adhering to all information, forms and requirements for the entire Bid, which are all incorporated into the Bid. Bidders may also contact the COMMBUYS Helpdesk at COMMBUYS@state.ma.us or the COMMBUYS Helpline at 1-888-MA-STATE. The Helpline is staffed from 8:00 AM to 5:00 PM Monday through Friday Eastern Standard or Daylight time, as applicable, except on federal, state and Suffolk county holidays.



Municipal Energy Technical Assistance Grants

June 2019

PON-ENE-2019-008



GRANT APPLICATION

BACKGROUND

Municipal Energy Technical Assistance Grants are Grants that provide funding to independent third parties to aid municipalities, regional school districts, municipal light plants, or water/wastewater districts in the study, negotiation, development and/or management of clean energy projects. The grants (Grants) are offered on an annual basis, provided that funding is made available. The amount of available funding, for future grant rounds may vary. The cumulative total of actual awards depends upon the number of applications received, their eligibility and the funding allocation available for this Grant program.

An applicant may receive a Grant of up to twelve thousand five hundred dollars (\$12,500) for Municipal Energy Technical Assistance, except for the zero energy and zero ready assessments, and microgrid evaluations, where the maximum allowable Grant amount is five thousand dollars (\$5,000). Zero energy and zero-ready integrated design services are eligible for the maximum Grant in the amount of twelve thousand five hundred dollars (\$12,500).

AWARD

Funding will be provided by the Department of Energy Resources (DOER). The budget for this grant program is two hundred and fifty thousand dollars (\$250,000). The budget may be increased or decreased at the sole discretion of the DOER.

ELIGIBILITY

The DOER Green Communities Division is making available, Municipal Energy Technical Assistance (META) Grants to **ALL** 351 Massachusetts municipalities, regardless of Green Community designation status, **IN ADDITION** all regional school districts, water/wastewater districts and municipal light plants are also eligible to apply for grants under this PON.

- Previous Green Communities Division Technical Assistance Grant¹ recipients must have **completed all aspects of their previous grants, including all reporting, in order to apply for this current opportunity. Preference will be given to applicants that have not received META awards previously.**
- All Grant-funded projects must be completed by May 31, 2021. Funds not expended by then will be forfeited
- All applicants may apply for META Grants that meet the eligibility requirements specified in the application for the project types listed in Section A.

APPLICATIONS & AWARDS

Applications may be submitted commencing at 9 AM August 1, 2019 and closing at 5 PM August 1, 2019. Any applications received prior to or after the above dates and times will be rejected

- Applications must contain, at a minimum, the information requested in the application. The DOER will communicate to an applicant if an application is incomplete and provide the applicant the option of providing additional information. If the applicant chooses not to provide additional information the DOER will reject the application as incomplete.
- **Applications will be reviewed, and awards made based on the order in which complete applications are received until all available funds are disbursed. Applicants will be notified that their application was received. *NOTE:*** In order to be deemed complete, an application **MUST** contain the required signature in Attachment B (Certification of Application), the attachments containing all the required information requested under Eligibility Requirements below as applicable, and all information requested in Attachment A (Project Summary).

ASKING QUESTIONS

This Program Opportunity Notice (PON) is being conducted under 815 CMR 2.00, has been distributed electronically using COMMBUYS, the Commonwealth's official procurement record system (<http://www.commbuys.com>). The project name is the Municipal Energy Technical Assistance Grant Program (META) and the project number is PON-ENE-2019-008. Correspondence to the DOER should include this project number as well as the title. All notifications and amendments to this PON will be posted on COMMBUYS. It is the responsibility of every potential respondent to check COMMBUYS for any addenda or modifications to a PON to which they intend to respond. The Commonwealth of Massachusetts and its subdivisions accept no liability and will provide no accommodations to respondents who fail to check for amended PONs or submit inadequate or incorrect responses.

Respondents may not alter PON language or any PON component files. Those submitting a proposal must respond in accordance to the PON directions and complete only those sections that prompt a respondent for a response. Modifications to the body of this PON, specifications, terms and conditions, or which change the intent of this PON are prohibited. Any unauthorized alterations will disqualify a response.

¹ This includes both Owner's Agent Technical Assistance (OATA) grants last offered in 2014 and META grants offered 2015-2018

All proposals and information submitted in response to this PON are subject to the Commonwealth of Massachusetts Public Records Law, M.G.L., Chapter 66, Section 10, and to Chapter 4, Section 7 and Subsection 26. Any statements in submitted responses that are inconsistent with these statutes shall be disregarded.

- This application is available as PON-ENE-2019-0XX on COMMBUYS (as a “Bid.”)
- All questions must be submitted by 5 PM on July 17, 2019 to COMMBUYS
- All answers shall be posted by 5PM on July 19, 2019 to COMMBUYS
- To find an item on COMMBUYS: log into COMMBUYS, locate the Bid, acknowledge receipt of the Bid, and scroll down to the bottom of the Bid Header page. The “Bid Q&A” button allows Bidders access to the Bid Q&A page.
- To submit an application, see the Instructions on page 13

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APPLICANT INFORMATION

Municipality/Regional School District/Water or Wastewater District/ /Municipal Light Plant (in MA)	Street Address
City/Town	Zip code
CEO Name	CEO Title
Grant Point of Contact	Title
Telephone	Email

A) MUNICIPAL ENERGY TECHNICAL ASSISTANCE PROJECT TYPE

Please check the appropriate box

- ☐ Municipal solar PV systems no less than 15 kW in size on property owned by a municipality
- ☐ Net metering agreements for projects no less than 15 kW in size on property not owned by the applicant
- ☐ Community shared solar (CSS)
- ☐ An assessment to explore a community shared solar system on private or public property
- ☐ Development of a community shared solar system on private or public property
- ☐ Energy savings performance contract
- ☐ Evaluation of potential microgrid systems
- ☐ Investigation clean energy resiliency opportunities at critical municipal facilities
- ☐ Evaluation of storage opportunities for public facilities with high demand charges and/or paired with municipally owned solar PV
- ☐ Audit of Oil, Propane or Electric Heated Building² (Must meet ASHRAE Level 2 or equivalent standard)
- NOTE:** Only for municipalities in Municipal Light territories that do not have access to MassSave audits

² See circular figure at the bottom of this webpage: <http://www.ashrae.org/resources--publications/bookstore/procedures-for-commercial-building-energy-audits> to better understand ASHRAE Energy Audit Levels.

- ☐ New high-performance building assistance
 - ☐ An assessment for the municipality to consider a zero energy ready, zero energy and/or passive (PHI or PHIUS) building for the construction of a new municipal building
 - ☐ Zero energy ready, zero energy or passive (PHI or PHIUS) building integrated design services
- ☐ Energy efficiency technical assessments of processes at public water supply and wastewater treatment facilities
- ☐ Technical assistance for developing engineering drawings and/or bid specifications to develop clean energy procurement documents
- ☐ Heating system conversion engineering study and/or bid specifications
 - ☐ Conversion of heating system type – boiler or furnace along with controls and distribution system – to a more efficient type (e.g. steam to hot water, or combined heat and power)
 - ☐ Conversion to clean burning efficient biomass or wood pellet or chips fueled heating system
 - ☐ Conversion to high-efficiency heat pump system (air, water or ground sourced)
 - ☐ Addition of a solar water collector to supplement domestic hot water and/or space heating (either stand-alone or in combination with one of the above heating systems)
 - ☐ Conversion to water or wastewater source heat pumps
- ☐ A qualifying study to determine efficacy and scope of building retro-commissioning, for municipal facilities over 20,000 square feet, including:
 - ☐ Utility data review
 - ☐ Building management system performance review
 - ☐ Specification development for retro-commissioning project

NOTE: Applicants are highly encouraged to use META grants to procure consulting/engineering services of vendors on statewide contract PRF62. [Click here to access vendor list and user guide.](#)

ELIGIBILITY REQUIREMENTS

All applications must meet the following requirements to be eligible for META. All required documentation must be provided to confirm eligibility for all projects listed under Section A.

- ☐ For municipal solar PV projects, a site assessment must be provided. Please **attach a feasibility study or site assessment for the site**. A study or assessment must, at a minimum, include the following:
- Roof-mounted systems
 - o Evidence that the roof has a twenty (20)-year life span
 - o Visuals that demonstrate limited HVAC equipment on the roof and no trees that could cause shading
 - o Visuals that demonstrate the roof is either flat or south facing.
 - o **NOTE:** META services may be used to confirm a roof is structurally sound to support the additional load of a solar PV system
 - Ground-mounted systems
 - o Visuals that demonstrate there is no shading (buildings, structures, trees). Noting that trees will be removed is not acceptable and such proposals will be ineligible for META. (Please note that the DOER's Ground Mounted Solar PV Guide discourages installation of ground-mounted solar in "locations that require significant tree cutting, because of the important water management, cooling and climate benefits trees have.")
 - o Visuals that demonstrate there are utility lines nearby. Please mark utility lines clearly on your documents
 - o Visuals that demonstrate the site is either flat, or if sloping, that the system will face south
- ☐ For net metering agreements on property not owned by the applicant, please attach:
- o Price quotes and scope from the proposed consultant
 - o Whether targeted sites are known at this time. If so, please also attach:
 - o Feasibility study or site assessment for targeted sites
 - o All documentation required above for Municipal Solar PV projects, except that visuals demonstrating that utility lines are nearby are not required
- ☐ For community shared solar (CSS) assessment projects, please attach:
- o Letters of expression of interest from at least five utility customers in the community
 - o A letter from a solar industry representative familiar with CSS documenting a conversation it has had with the community
- ☐ For community shared solar (CSS) development projects on private or public property, please attach:
- o Site assessment. (Google Earth maps or <http://pvwatts.nrel.gov/> can provide assessment information.)
 - o Outline of the business/ownership model
 - o Assessment of community interest.

- Letters of commitment from at least five CSS participants
- A feasibility study or site assessment for the identified site. The study or assessment must, at a minimum, include the information required for a Municipal Solar PV system noted above
- See Community Shared Solar: Review and Recommendations for Massachusetts Models
- See Community Shared Solar: Implementation Guidelines for Massachusetts Communities

- ☐ For energy savings performance contracts, a solicitation for an Energy Services Company (ESCO) must have been issued for each affected municipality and/or public entity, and solicitations must be filed with the DOER per M.G.L. ch.25A. **For each affected municipality or public entity, please specify the date the procurement was issued for selection of the ESCO vendor:**
- _____

For each affected municipality or public entity, please specify the date of acknowledgement of receipt from DOER of the “Notice of EMS Procurement” per M.G.L ch. 25A:

- ☐ For evaluation of potential microgrid systems, please attach:
- Price quotes and scope from the proposed consultant
 - Whether or not targeted sites are known at this time. If so, please describe
- ☐ For investigation of clean energy resiliency opportunities at critical municipal facilities, please attach:
- Approximate number of people served by the facility on a daily basis
 - Approximate number of people served by the facility during an emergency
 - Existing distributed generation and/or backup infrastructure (type and capacity)
- ☐ For investigation of storage opportunities at public facilities, please attach:
- Annual energy consumption of facility
 - A copy of a recent bill showing demand charges
 - Interval data for the proposed facility (if exists)
 - If paired with existing municipally owned solar PV, identify system location and size
 - If paired with new solar PV, all documentation required above for Municipal Solar PV projects
- ☐ For an audit of oil, propane or electric Heated Building⁴ (must meet ASHRAE Level 2 or equivalent standard), please attach:
- Documentation that facility is within a Municipal Light territory not served by MassSave
- ☐ For energy efficiency technical assessments of processes at public water supply and wastewater treatment facilities
- Energy efficiency technical assessments MUST conduct an in-depth study for one or more major treatment processes or pieces of equipment. Studies may not focus on typical building energy efficiency measures, such as lighting and heating

³ See this document : <https://www.mass.gov/files/documents/2016/08/nb/audit-recommendations-for-municipalities.pdf> to better understand ASHRAE Energy Audit Levels.

META grant funds can be used for up to fifty percent (50%) of assessment for facilities served by utility efficiency programs. Applicants must commit to working with their existing utility efficiency programs if funded with a META grant

- ☐ For technical assistance for developing engineering drawings and/or bid specifications to develop procurement documents for energy efficiency measure(s), please attach:
 - An audit that identifies measure(s) to be implemented, including estimated energy and cost savings
- ☐ For heating system conversion engineering study and/or bid specifications, the building must have at least one of the following:
 - An audit that confirms the building is properly weatherized and insulated, i.e., measures to address the building envelope were not recommended in the audit due to the building being well-sealed. **Please attach a copy of this building audit**
 - Documentation that the building has been properly weatherized and insulated within the last five years; this can include invoices for air sealing and insulation. **Please attach a copy of this documentation**
 - An audit stating that the building cannot be further insulated without major renovation. For example, brick or masonry buildings cannot add wall insulation without major renovations to add insulation on the interior wall of every room. Attic spaces in these buildings, however, often can be insulated without major renovation and documentation must be shown that these spaces have been weatherized and insulated. **Please attach a copy of this audit**

NOTE: For conversion to water or wastewater source heat pumps, proof of a prior audit or weatherization is not required, but weatherization must be included in the scope of the study as a separate measure, as well as the impact of its implementation on the sizing and design of the water/wastewater source heat pumps.

New High-Performance Building Assistance

- ☐ For a zero energy ready, zero energy and/or passive (PHI or PHIUS) building feasibility study, please attach:
 - Documentation that the governing body (e.g. board of selectman, town council, mayor, school committee), has authorized appropriated funds for a feasibility study for a new building.
 - A copy of certified meeting minutes for this authorization
 - List of team members including a description of each individual's experience working on passive (PHI or PHUS) and zero energy projects.
 - Documentation of the energy use intensity (EUI) expected before incorporating renewables in order to reach design goals (zero energy ready, zero energy or passive (PHI or PHIUS))
- ☐ For a zero energy ready, zero energy or passive (PHI or PHIUS) building integrated d services, please attach:
 - Documentation that the governing body (e.g. board of selectman, town council, mayor, school committee), has authorized appropriated funds for design, engineering and/or construction of a new building

- List of team members including a description of each individual's experience working on passive (PHI or PHUS) and zero energy projects
- Documentation of energy modeling completed assessing design goals (zero energy ready, zero energy and/or passive (PHI or PHIUS.))
- Documentation of the Energy Use Intensity (EUI) expected before incorporating renewables in order to reach design goals (zero energy ready, zero energy or passive (PHI or PHIUS.))
- Evidence of engagement with MassSave Program Administrators New Construction personnel

☐

For a qualifying study to determine efficacy and scope of building retro-commissioning, please attach:

- A brief building description
- Square footage (must be a minimum of 20,000 square feet)
- A general HVAC description (central plant as well as distribution systems for both heating and cooling)
- Controls system description, including brand, age, date of last software update
- A list of major equipment, including number and age of each type
- A brief renovation, retrofit, and equipment replacement history
- Energy Use Intensity of building (kBtu/sf). Priority given to buildings with EUIs between fifty (50) and one hundred and twenty (120)
- Commitment to implement cost-effective retro-commissioning measures identified

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ATTACHMENT A – PROJECT SUMMARY

PLEASE ATTACH A DETAILED SUMMARY OF THE PROJECT, LIMITING YOUR RESPONSE TO NO MORE THAN 3 PAGES.

The following must be included in order for the application to be deemed complete. You must address each bullet:

- Estimated annual clean energy benefits (e.g. kWh saved, MMBtu saved, clean energy kWh generated). If META is being provided to identify the clean energy benefits (audits, for example), those benefits must be reported to the DOER following completion of META services, if awarded;
- Steps completed in the project to date (e.g. town approvals);
- Confirmation that Technical Assistance project will be completed by May 30, 2021;
- Why a third-party municipal energy consultant is critical for your entity to implement this project;
- A discussion of the specific tasks you expect the third-party municipal energy consultant to perform once services are awarded; and,
- Please note in the summary the amount of grant requested:
 - Twelve thousand five hundred dollars (\$12,500) , including for integrated design services for zero net energy or zero net-ready new construction;
 - Five thousand dollars (\$5,000) for a zero energy or zero ready building assessment,
 - Five thousand dollars (\$5,000) for evaluation of potential microgrid systems

ATTACHMENT B – CERTIFICATION OF APPLICATION

CERTIFICATION OF APPLICATION

The Certification of Application below must be provided as a *scanned pdf with signature*.

For joint applications, one certification must be submitted for each municipality.

CERTIFICATION OF APPLICATION

The **Chief Executive Officer** must complete this certification.

I, _____ am authorized to execute said Application on behalf of -
_____, the applying municipality, regional school district,
municipal light plant or water/wastewater district.

I verify that the information in the Municipal Energy Technical Assistance Grant Application is true.

[Signature of Chief Executive Officer]

[Title of Chief Executive Officer]

[Date]

NOTE: THE CHIEF EXECUTIVE OFFICER IS DEFINED AS THE MANAGER IN ANY CITY HAVING A MANAGER AND IN ANY TOWN HAVING A CITY FORM OF GOVERNMENT, THE MAYOR IN ANY OTHER CITY, AND THE BOARD OF SELECTMEN IN ANY OTHER TOWN UNLESS SOME OTHER OFFICER OR BODY IS DESIGNATED TO PERFORM THE FUNCTIONS OF A CHIEF EXECUTIVE OFFICER UNDER THE PROVISIONS OF A LOCAL CHARTER OR LAWS HAVING THE FORCE OF A CHARTER.

FOR REGIONAL SCHOOL DISTRICTS, THE CHIEF EXECUTIVE OFFICER IS THE SUPERINTENDENT.

FOR WATER/WASTEWATER DISTRICTS, THE CHIEF EXECUTIVE OFFICER IS THE SUPERINTENDENT.

FOR MUNICIPAL LIGHT PLANTS, THE CHIEF EXECUTIVE OFFICER IS THE GENERAL MANAGER.

INSTRUCTIONS — If you have any problems or questions about the application process, please contact Paul Carey, paul.s.carey@state.ma.us

Getting Started

- Municipalities or other entities submitting an application to the Green Communities Division for the **FIRST TIME** will need to provide basic information to their Regional Coordinator. Please provide the municipal or entity name, legal address including zip code, and the primary contact name, title, email, and phone number. For municipalities that are Designated Green Communities, provide the name and email of the primary contact who will submit the META grant application to the Regional Coordinator.
- **No paper submission** is required or accepted for the grant application. The process is electronic only.

Application Materials Checklist – ARE YOUR MATERIALS READY?

- ✓ Begin each of your electronic files with your municipal/entity name followed by wording that makes the content of the file clear – this is **REQUIRED**
- ✓ META Grant Application (Word or PDF file)
- ✓ Summary of Project (Attachment A) (Word or PDF file)
- ✓ Signed Certification of Application (Attachment B) (PDF file)
- ✓ Supporting Audits, Studies, MOUs, other documentation.

Please only submit once. If you made a mistake, or forgot something, please contact Paul Carey at paul.s.carey@state.ma.us / 617-626-7372.

META Grant Application Process

1. Email the required documents to Paul.S.Carey@state.ma.us
2. You will receive an email indicating receipt of the documents. Determination of the grant award will not occur at this time.

Get Help

Pre-Grant Application Process - Contact your Regional Coordinator

Application Process and Technical Issues - Contact Paul.S.Carey@state.ma.us / 617-626-7372



Evelyn Clarke <eclarke@medfield.net>

Registrars of Voters (Board of Registrars)

1 message

tenizab <tenizab@gmail.com>

Fri, Jul 12, 2019 at 2:21 PM

To: Gus Murby <gmurby@earthlink.net>, selectmanmarcucci@gmail.com, osler.peterson@verizon.net

Cc: eclarke@medfield.net, cmayer@medfield.net

Dear Board of Selectmen,

I am writing today to request appointment, representing the Republican Party, to the Registrars of Voters of the Town of Medfield in view of William Gallagher's intent to step down after many years of dutiful service.

Being an active community participant in Medfield as Member of the Safety Committee, Justice of the Peace, and Volunteer in the Office of the Town Clerk, and, as an active participant in meetings of the Medfield Republican Town Committee and having served as an elected Delegate from Medfield to the 2018 Massachusetts Republican State Convention, appointment as Registrar of Voters is an excellent opportunity for the Town to make use of the considerable time and enthusiasm I would very much devote to the voters, future voters, and residents of the Town.

My education, which includes political science studies with honors at Tulane University in New Orleans, LA, and, the achievement of the Eagle Scout award in my youth, are among the experiences that will serve me well as to understanding voter registration and ballot processes, and also inform my sense of active citizenship in the community.

Thank you for your consideration.

Yours sincerely,

Nathan Bazinet
30 Oriole Rd, Medfield, MA 02052



Evelyn Clarke <eclarke@medfield.net>

book gazebo for August 10th 1-1:30 p.m.1 message

Bri Ozanne <bozanne@minlib.net>

Wed, Jul 24, 2019 at 3:50 PM

To: eclarke@medfield.net

Hi Evelyn,

This is Bri Ozanne over at the library. I was wondering if it would be possible to book the gazebo for August 10th from 1p.m. until 1:30, please? We have the Charles River Chorale coming to do a 20 minute concert.

Thank you so much!

Bri

--

Bri Ozanne

Adult Services and Programming

[Medfield Public Library](#) | 468 Main Street, Medfield, MA 02052(508) 359-4544 | bozanne@minlib.net



Evelyn Clarke <eclarke@medfield.net>

Brew Moon hike one day liquor licence for August 17th

1 message

Owen Hawkins <owen@7thwavebrewing.com>

Sun, Jun 30, 2019 at 8:07 PM

To: eclarke@medfield.net

Hello Evelyn, we would like to apply for a one day pouring permit/liquor license for the Brew Moon Hike at Rocky Woods on August 17th. We will be serving 7th Wave Brewing beer to those that have paid to participate in the hike and show proof that they are over 21. We will be serving beer between 6:00 pm and 8:00 pm.

Please let me know if you have any questions,

Thank you,
Owen

--

Owen Hawkins
7th Wave Brewing
120 N Meadows Rd
Medfield, MA 02052

617-909-5581.

Susan F. Cosolito
1 Tannery Rd.
Medfield, MA 02052
508-496-3837
susancosolito@gmail.com

July 19, 2019

Evelyn Clarke
Town of Medfield
Board of Selectmen
Medfield, MA 02052

Dear Evelyn,

The Medfield High School Football team would like to request the date of Sunday, August 25, 2019 to hold a car wash in the Town Hall parking lot. They would like to request the hours of 9:00 am - 12:00 pm.

We look forward to hearing from you after the Board of Selectmen meeting on 7/30/19.

Thank you!

Regards,

Susan F. Cosolito

High School Student Council requests permission to
hold fundraising car wash behind Town Hall on Saturday
September 28, 2019 10AM – 2PM



Evelyn Clarke <eclarke@medfield.net>

Block Party Permit Request

1 message

Heather Briggs <hwbriggs@gmail.com>

Thu, Jul 18, 2019 at 9:28 AM

To: EClarke@medfield.net

Hi Evelyn,

I am sending this email to you to request a Block Party Permit. We are looking to have a Block Party in our neighborhood (Cypress Street) on Saturday, September 14, 2-9pm with a rain date of Sunday, September 15th 2-9pm.

Should you need any additional information, please let me know.

Thank you,
Heather Briggs

Sent from my iPhone



Evelyn Clarke <eclarke@medfield.net>

Maverick 5K

1 message

Kathy Schickel <kathyschickel@yahoo.com>
To: Evelyn Clarke <eclarke@medfield.net>

Mon, Jul 22, 2019 at 1:31 PM

Hi Evelyn,

It's that time of year again that we start planning for next years events. Thank you for sending this to the meeting for us.

Kathy Schickel <kathyschickel@yahoo.com>
To: Evelyn Clarke <eclarke@medfield.net>

Mon, Jul 22, 2019 at 7:37 PM

Dear Selectmen and Chief Guerette

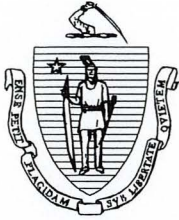
Thank you for allowing us to hold our 6th Annual Run Like a Maverick 5K in Medfield this past May. The morning was a success with over 300 runners and another 75 volunteering or stopping by for our Pancake Breakfast following the race. The Medfield Community was so gracious and we are grateful for the assistance of the Police Department. We would like to request to hold the 7th Annual Run Like a Maverick 5K next year on Sunday, May 3, 2020. The 5K is in memory of our daughter, Elizabeth, was a student at Montrose School, passed away of brain cancer in February 2014.

Thank you for your consideration,
Kathy and Abe Schickel
617-799-1606

On Monday, July 22, 2019, 2:10:05 PM EDT, Evelyn Clarke <eclarke@medfield.net> wrote:

<https://mail.google.com/mail/u/0?ik=9e4d70e3c0&view=pt&search=all&permthid=thread-f%3A1639780641593588916&simpl=msg-f%3A1639780641593588916&simpl=msg-a%3Ar7613242613886621...> 2/3

INFORMATIONAL



Commonwealth of Massachusetts
**DEPARTMENT OF HOUSING &
COMMUNITY DEVELOPMENT**

Charles D. Baker, Governor ♦ Karyn E. Polito, Lt. Governor ♦ Janelle L. Chan, Undersecretary

July 15, 2019

Gus Murby, Chair
Medfield Board of Selectman
459 Main Street
Medfield, Massachusetts 02052

William Lane, Jr.
Edward Coolbrith
Mayrock Development LLC
40 Van Brunt Avenue
Dedham, Massachusetts 02026

RE: Aura at Medfield, Medfield, Massachusetts
Determination of Project Eligibility under the Local Initiative Program (LIP)

Dear Messrs. Murby, Lane and Coolbrith:

I am pleased to inform you that your application for project eligibility under the Local Initiative Program (LIP) for the proposed Aura at Medfield project has been approved. This approval is based on your application that sets forth a plan for the development of fifty-six (56) rental units. The proposed rents for the LIP units are generally consistent with the standards for affordable housing to be included in a community's Chapter 40B affordable housing stock.

As part of the review process, Department of Housing and Community Development (DHCD) staff has performed an on-site inspection of the proposed project sites. DHCD has made the following findings:

1. The proposed project appears generally eligible under the requirements of the Local Initiative Program, subject to final program review and approval;
2. The site of the proposed project is generally appropriate for residential development;
3. The conceptual plan is generally appropriate for the site on which the project is located;
4. The proposed project appears financially feasible within the context of the Medfield housing market;
5. The initial pro forma for the project appears financially feasible and consistent with cost examination and limitations on profits and distributions on the basis of estimated development costs;

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JUL 17 2019

MEDFIELD SELECTMEN

6. The project sponsor and the development team meet the general eligibility standards of the Local Initiative Program; and,
7. The project sponsor has an executed Purchase and Sale agreement for the site.

The proposed project must comply with all state and local codes not specifically exempted by a comprehensive permit.

Please provide us with a copy of the comprehensive permit as soon as it is issued. The DHCD legal office will review the comprehensive permit and other project documentation; additional information may be requested as is deemed necessary. Following the issuance of the comprehensive permit, the specifics of this project must be formalized in a regulatory agreement signed by the municipality, the project developer and DHCD prior to starting construction.

As stated in the application, the Aura at Medfield project will consist of fifty-six (56) units, fourteen (14) of which will be affordable; all will be eligible for inclusion in the Town's subsidized housing inventory. The affordable units will be marketed and rented to eligible households whose annual income may not exceed 80% of area median income, adjusted for household size, as determined by the U.S. Department of Housing and Urban Development.

The conditions that must be met prior to final DHCD approval include:

1. A final affirmative fair marketing and lottery plan with related forms shall be submitted that reflects LIP requirements including consistency with the *Comprehensive Permit Guidelines, Section III, Affirmative Fair Housing Marketing Plans*;
2. Any changes to the application it has just reviewed and approved, including but not limited to alterations in unit mix, rents, development team, unit design, site plan and financial pro forma reflecting land value, must be approved by DHCD;
3. The project must be organized and operated so as not to violate the state anti-discrimination statute (M.G.L. c151B) or the Federal Fair Housing statute (42 U.S.C. s.3601 et seq.). No restrictions on occupancy may be imposed on the affordable units (other than those created by state or local health and safety laws regulating the number of occupants in dwelling units); and,
4. The Town shall submit to DHCD the finalized details of the comprehensive permit.

Page 3

Aura at Medfield – Medfield, MA


As the Aura at Medfield project nears completion of construction, DHCD staff may visit the site to ensure that the development meets program guidelines.

When the units have received Certificates of Occupancy, the developer must submit to both DHCD and the Medfield Board of Selectmen a project cost examination for the comprehensive permit project.

This letter shall expire two years from this date, i.e., July 15, 2021, unless a comprehensive permit has been issued.

We congratulate the Town of Medfield and Mayrock Development LLC on your efforts to work together to increase the Town's supply of affordable housing. If you have any questions as you proceed with the project, please call Alana Murphy at 617-573-1301.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Catherine Racer', with a long horizontal line extending from the end of the signature across the page.

Catherine Racer
Associate Director

cc: Sarah Raposa, Town Planner
Kristine Trierweiler, Town Administrator
John J. McNicholas, Zoning Board of Appeals
Office of the Chief Counsel, DHCD
Dean Harrison, consultant

Enc.

RESPONSIBILITY FOR COST CERTIFICATION:

By your signature below, Mayrock Development LLC, acknowledges and accepts this approval letter, including the obligation under law to provide the Department of Housing and Community Development and the Town of Medfield with a project cost examination.

Signature: _____

Name (print): _____

Date: _____

Upon receipt, please make copy of this letter and return a signed copy to Division of Housing Development, Department of Housing and Community Development, 100 Cambridge Street, Boston, MA 02114 ATTN: Local Initiative Program

Aura at Medfield, Medfield, Massachusetts

LOCAL INITIATIVE PROGRAM – COMPREHENSIVE PERMIT

Sponsor:

Mayrock Development LLC
40 Van Brunt Avenue
Dedham, MA 02026

Project Addresses:

50 Peter Kristof Way
Medfield, MA 02052

This project will provide rental opportunities according to the following breakdown:

Type of Unit	# of Units	# of Bdrms	# of Baths	Gross SF	Utility Allowance	Maximum Rent
Market Units	25	1	1	850	N/A	\$1,900
	14	2	1.5	1,350		\$2,500
	3	3	2	1,850		\$2,800
LIP Units	6	1	1	850	Included in rent	\$1,520
	5	2	1.5	1,350		\$1,825
	3	3	2	1,850		\$2,109
Total Units	56					



THE SECRETARY OF THE INTERIOR
WASHINGTON

June 20, 2019

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JUN 24 2019

MEDFIELD SELECTMEN

Local Government Official
459 Main Street
Medfield, MA 02052-2009

Dear County Official:

I am pleased to notify you that on June 20, 2019, the Department of the Interior (Department) issued payments under the Payments in Lieu of Taxes (PILT) program. The PILT program compensates eligible local jurisdictions for Federal lands administered by Agencies within the Department and on behalf of the U.S. Forest Service and the U.S. Army Corps of Engineers. Local governments may use the PILT payments for any governmental purpose, including emergency response, public schools, and roads. Since local governments cannot tax Federal lands, annual PILT payments help to defray costs associated with maintaining important community services.

The Payments in Lieu of Taxes Act, 31 U.S.C. 6901-6907, as amended, authorized the program. The PILT Act prescribes the formula used to compute the annual payments based on annually adjusted per-acre and population variables. Prior year Federal payments under certain revenue-sharing programs, as reported annually by States, are deducted in formulating the payment amounts. A provision in the PILT Act provides temporary compensation for recent additions to the National Park System and National Forest Wilderness Areas.

The President signed the Consolidated Appropriations Act, 2019 (P.L. 116-6) on February 15, 2019, providing full funding for the 2019 PILT program. More than 1,900 local jurisdictions received a total of \$514.7 million in PILT payments this year.

For 2019, your county is receiving a PILT payment of \$1,284. If you provided current bank routing and account numbers to our Interior Business Center office or to the System of Awards Management (SAM), an electronic funds transfer was posted to your account on or about June 20, 2019. If you did not receive a payment or if you require further information, please refer to www.doi.gov/pilt. The website includes information on how to register in SAM to expedite receipt of future PILT payments. If you have any questions, please contact the PILT Program Manager, Ms. Dionna Kiernan, at (202) 513-7783.

Sincerely,

Secretary of the Interior



TOWN OF MEDFIELD

BOARD OF APPEALS ON ZONING

459 Main Street
Medfield, MA 02059

GREEN ST

50-149

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, August 14, 2019, at the Medfield Town House, 459 Main Street, to hear the following petition:

- **Frederick King (applicant) and Stephen & Lynne Browne and LCB Medfield LLC (owners)** seek a variance pursuant to MGL Chpt. 40A §10 and/or Medfield Zoning Bylaw §300-6.2 and §300-2.1 for the use of an existing driveway at 363 Main Street (Assessors' Map 43 Lot 065) as a common driveway in order to allow construction of a single family home on approximately 9 acres off of Main Street, Assessors' Map 43 Lot 183 and Map 51 Lot 071; 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

THE PRESS

July 26, 2019

August 2, 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

BOARD OF APPEALS ON ZONING

459 Main Street
Medfield, MA 02052

15P POUND ST

43-074P-POLE

LUC: 930

TOWN OF MEDFIELD

459 MAIN ST

MEDFIELD, MA 02052

ABUTTERS NOTICE

Notice is hereby given that the Medfield Zoning Board of Appeals will conduct a Public Hearing on Thursday, August 15, 2019 at 7:00 P.M. at the Medfield Town House, 459 Main Street, on an application for a proposed development known as "The Rosebay at Medfield" from Rosebay at Medfield Limited Partnership (applicant), with respect to property located at 30 Pound Street (owned by Medfield Housing Authority); Assessors' Map 43, Lot 077; RU Zoning District with Secondary Aquifer Overlay.

The application is for a Comprehensive Permit under MGL Chapter 40B, Sections 20 through 23 as amended, to allow construction of a multi-family residential development that will consist of 45 age-restricted affordable rental units with appurtenant driveways, parking areas, landscaping, utility systems, and stormwater management system.

The application and plans may be viewed at Town Hall during regular business hours or online on the ZBA webpage at www.town.medfield.net. 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

THE PRESS

July 26, 2019

August 2, 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*



Medfield Conservation Commission

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

July 16, 2019

Editor, Legal Notices
Medfield Press

Please publish the following legal notices on Friday, July 26, 2019
If you have any questions, please call Leslee Willitts, Conservation Agent,
at (508) 906-3028.

LEGAL NOTICE

Pursuant to the Massachusetts Wetlands Protection Act, Mass. Gen. Laws ch. 131, sec. 40, and the Medfield Wetlands Bylaw, Chapter 290, the Medfield Conservation Commission will conduct a public meeting at Medfield Town Hall, Chenery Room, 2nd floor, 459 Main Street, on

***Thursday, August 1, 2019 at 7:30 P.M.**

to review a Request for Determination of Applicability from the ***Town of Medfield** for maintenance of the stone wall at Bakers (Meetinghouse) Pond within the 100-foot buffer zone of the Bank of the pond at ***Upham Road, Map 43, Parcel 001**, on land owned by the ***Town of Medfield**.

Mary McCarthy
Chairman

Please set starred (*) insertions in boldface.

cc: Town Clerk (Please post a notice of this hearing)

✓Board of Selectmen	Building Dept.	Water & Sewer Dept.	DPW
Board of Health	Planning Board	Zoning Board of Appeals	

Applicant: Town of Medfield, 459 Main Street, Medfield, MA 02052

Owners: Same

Representative: Department of Public Works, Robert Kennedy, 55 North Meadows Road,
Medfield, MA 02052



1000 Bishops Gate Blvd., Suite 300
Mt. Laurel, NJ 08054

tel. 1 800 444-4554

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MEDFIELD SELECTMEN

June 28, 2019

Mr. Gary Pelletier, Building Commissioner
Medfield
459 Main Street
Medfield, MA 02052

Re: Building Code Effectiveness Grading Schedule
Medfield, Norfolk County, MA

Dear Mr. Pelletier:

Insurance Services Office, Inc. (ISO) is responsible for evaluating all jurisdictions that have a building code enforcement department. Working on behalf of insurance companies around the country, ISO uses the Building Code Effectiveness Grading Schedule (BCEGS®) to recognize the building codes in effect in your community and how your community enforces its building codes. ISO provides the information to insurers, which may use the evaluations in underwriting for property insurance in the community.

The concept is simple: municipalities with well-enforced, up-to-date codes should demonstrate better loss experience, and insurance rates can reflect that. The prospect of reducing losses and ultimately lowering insurance costs provides an incentive for communities to enforce their building codes rigorously.

The anticipated upshot: safer buildings, less damage, and lower insured losses.

The BCEGS program assigns each municipality a BCEGS classification — a number from 1 to 10. Class 1 represents exemplary commitment to building-code enforcement.

ISO previously visited Medfield to evaluate your building-code enforcement. Our survey resulted in a Class 5 for residential buildings and a Class 4 for commercial buildings constructed in or after that year.

ISO is now preparing to review your community once again to determine whether to revise your BCEGS gradings. We have prepared a questionnaire that will help us determine your community's appropriate classifications. We would appreciate your review of the questionnaire, making changes or additions as necessary.

We would like to meet with you on September 10, 2019. ISO will contact you shortly to find out if that is a convenient time. During the meeting, we will review the questionnaire and responses, as well as supporting documentation.

Additional information about the BCEGS program is available on our web site www.isomitigation.com.

Thank you for your cooperation in this important project. If you have any questions, please contact ISO.

Sincerely,

Cy Butts

(386) 898-5776

cbutts@iso.com

Enclosure

cc: Mr. Michael J. Sullivan, Town Administrator



The Commonwealth of Massachusetts
County of Norfolk

OFFICE OF THE

SHERIFF



P.O. BOX 149
200 WEST STREET
DEDHAM, MA 02027
(781) 329 - 3705
FAX 326 - 1079

www.norfolksheriff.com

JEROME P. McDERMOTT
SHERIFF

July 15, 2019

Kristine Trierweiler
Medfield Town Administrator
459 Main Street
Medfield, MA 02052

Dear Ms. Trierweiler,

I am pleased to announce we have developed a new online service to request inmate community service. With our new system in place, we find this to be time saving and more efficient.

The Norfolk County Sheriff's Office Community Service Work Crews provide inmate labor to local municipalities, state or federal agencies, and nonprofits and charitable organizations.

Under the supervision of an Outreach Correctional Officer, carefully screened inmates provide a variety of services such as landscaping, painting, trash pickup, clean ups and general labor at no cost. This program gives inmates a chance to develop job skills and at the same time allows them to give back to the community.

If you are interested in obtaining information along with submitting your request, please visit our website at www.norfolksheriff.com. Due to the high demand for assistance, we urge applicants to submit requests as far in advance as possible. In addition, due to availability of qualified inmates and security staff, applications are limited.

Thank you for your support and I look forward to continuing our trusted partnerships with the communities in Norfolk County.

Sincerely,

Jerome P. McDermott
Sheriff

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JUL 22 2019

MEDFIELD SELECTMEN



MBTA Advisory Board

177 Tremont Street, Boston, MA 02111

Tel: (617) 426-6054 Fax: (617) 451-2054

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JUL 22 2019

MEDFIELD SELECTMEN

July 18, 2019

TO: Chief Elected Officials

FR: Paul Regan, Executive Director, MBTA Advisory Board
Marc Draisen, Executive Director, Metropolitan Area Planning Council

RE: **Municipal Elections to the Boston Region Metropolitan Planning Organization**

IMPORTANT DATES:

- **Nomination Papers Due – Friday, October 4, 2019, at 5:00 PM, to MAPC;**
- **Election – October 30, 2019 at MAPC Fall Council Meeting, location TBD**

We are pleased to forward a copy of the election procedures for the elected municipal seats on the Boston Region Metropolitan Planning Organization (MPO). The MPO is responsible for planning and programming financial resources for a multi-modal transportation system for the 101 municipalities in the Boston region. (An overview of MPO member responsibilities is included as Attachment C of the Official Notice of Elections.)

There are four seats on the MPO up for election. The MPO seat currently held by the Town of Framingham representing the Metro West Regional Collaborative (MetroWest) sub-region, the seat currently held by the Town of Bedford representing the Minuteman Advisory Group on Interlocal Coordination (MAGIC) sub-region, the seat currently held by the City of Somerville representing the Inner Core sub-region, and the seat currently held by the Town of Braintree representing the South Shore Coalition (SSC) sub-region, are up for election this year.

Any municipality located in the four above mentioned sub-regions may seek nominations to run for those respective open sub-regional seats.

The MPO has 22 voting members, which currently include:

State members

Massachusetts Department of Transportation (MassDOT) with three seats appointed by the Secretary of Transportation, at least one of which is from its Highway Division;
Massachusetts Bay Transportation Authority (MBTA);
Massachusetts Port Authority (Massport)

Regional members

Metropolitan Area Planning Council (MAPC);
MBTA Advisory Board;
Regional Transportation Advisory Council (RTAC)

Current municipal members

City of Boston with two seats

Twelve (12) elected municipalities, one seat each from the eight MAPC sub-regions.

Inner Core Committee: Somerville

Three Rivers Inter-local Council: Norwood

South West Area Planning Committee: Medway

MetroWest Regional Collaborative: Framingham

North Suburban Planning Council: Woburn

North Shore Task Force: Beverly

Minuteman Advisory Group on Inter-local Coordination: Bedford

South Shore Coalition: Braintree

Two (2) cities filling at-large seats: Newton and Everett

Two (2) towns filling at-large seats: Arlington and Lexington

All elected municipal seats (including the sub-regional seats) are elected by all of the 97 municipalities in the Boston Region MPO area. Each of the 97 municipalities may vote for one (1) municipality for each of the two (2) open sub-regional seats.

The election will be held at MAPC's Fall Council Meeting on October 30th, location TBD. The usual process of mailing ballots and accepting absentee ballots will apply, as described in the procedures.

In order to qualify to be on the ballot, each chief elected official who wishes to be a candidate must secure the signatures of five chief elected officials in the region, including their own. **Chief elected officials may only sign nomination papers for one municipality per open subregional seat. Nominations are due to MAPC by 5:00 PM on Friday, October 4, 2019 and must be filed in person or by mail at the MAPC, 60 Temple Place, 6th Floor, Boston, MA 02111. Faxes or emails will not be accepted.**

A copy of the official notice and procedures for nomination and election to the MPO are attached. We appreciate your interest in this important matter and look forward to your participation. If you have questions, please call Eric Bourassa (617) 933-0740 or Paul Regan at (617) 426-6054.

Attachments

Official Notice, including Attachments A - C

Nomination Papers

Statement of Candidacy

Official Notice

2019 Boston Region MPO Municipal Election Procedures

At the MAPC Fall Council Meeting on Wednesday October 30, 2019 location TBD. Elections will be held for four (4) of the twelve (12) elected municipal seats on the Boston Region Metropolitan Planning Organization (MPO).

At that time one municipality from each of the four sub-regional seats up for election, will be elected to the MPO by the chief elected officials of the 97 municipalities which constitute the Boston metropolitan region. Pursuant to the MPO Memorandum of Understanding, approved on July 7, 2011, MAPC and the MBTA Advisory Board (Advisory Board) administer the election of the municipal representatives to the MPO.

MPO Seats Up For Election in 2019:

One (1) municipality from the Minuteman Advisory Group on Interlocal Coordination (MAGIC) subregion.

One (1) municipality from the Metro West Regional Collaborative (MetroWest) sub-region.

One (1) municipality from the South Shore Coalition (SSC) sub-region. One

(1) municipality from the Inner Core sub-region.

Terms of election on the MPO are for three years.

Nomination Process

Nominees for the elected municipal seats shall be the chief elected official of the municipality. In cities this is the Mayor or, if the city does not have the office of Mayor, then the Chairman of the Council, with the exception of Plan E cities (Cambridge) in which case it shall be the City Manager. In towns, the chief elected official is the Chairman of the Board of Selectmen. The MPO will accept the Chairman's nomination of a candidate whether or not the full Board of Selectman has voted it.

A nominee for an open municipal seat must receive five nominations made by any chief elected official from the Boston region, regardless of which sub-region they are from. A chief elected official may nominate his or her municipality and that nomination shall count as one of the five nominations needed to place a municipality on the ballot. Each chief elected official may only sign nomination papers for one municipality per open seat.

Nominations papers are due on Friday, October 4th, 2019 to MAPC by 5:00 PM and must be filed in person or by mail at MAPC, 60 Temple Place, 6th Floor, Boston, MA 02111, Attn: MPO Elections. Faxes or emails will not be accepted. Nomination papers shall include a statement of candidacy (250 word limit) of the community, also due at this time.

Voting Process

Each of the 97 municipalities may vote for one (1) municipality for each of the four (4) open seats.

Ballot

A ballot will be prepared by MAPC and the Advisory Board based on the certification of nomination papers. The ballot shall contain a list of the nominated municipalities. Candidate communities shall appear on the ballot in an order drawn by lot by designated officers of MAPC and the Advisory Board. The subregion of each of the communities shall be identified on the ballot. A candidates' booklet shall be issued that shall contain the statement of candidacy of the communities. The list of communities shall appear in the booklet in the same order that they appear on the ballot. In a second mailing, MAPC and the Advisory Board will include an absentee ballot and instructions for how municipalities can cast their vote.

Opportunities for Discussion with Representatives of the Candidate Communities

The Metropolitan Area Planning Council and the MBTA Advisory Board shall provide appropriate opportunity for the electorate to meet representatives of candidate communities. In 2019, this may be accomplished by holding a Candidates Forum at the State Transportation Building in mid-October (date and time TBD).

Election

The election will be held at MAPC's Fall Council Meeting on October 30th location TBD. On that day, the designated officers of MAPC and the Advisory Board shall supervise the election to the municipal seats. Ballots shall be cast by the chief elected official of the municipality (as defined by the rules for nominees), or that person's designee. Designees shall present a letter signed by the chief elected official to the designated officers of MAPC and of the Advisory Board 30 minutes prior to the convening of the election on Election Day. This letter will appoint the designee and confirm his or her authority to cast the municipality's ballot. Such a designation shall be delivered in person or by mail. Designees may represent only one municipality in the election. The designation may require the designee to vote for specific individuals or may vest discretion in the designee.

If the chief elected official is unable to attend the election and does not designate another individual to attend, an absentee ballot may be filed. Such an absentee ballot must be filed by 5 PM the day before the election with the Metropolitan Area Planning Council, 60 Temple Place, Boston, MA 02111. No **faxes will be accepted.** This ballot is valid for any election (e.g. runoff election in case of a tie) held on the day of the MPO election for which the candidates selected on the ballot are still eligible to receive votes.

The MPO seat is held by the municipality. The chief elected official (or their official designee) shall represent the municipality throughout the municipality's term of office.

The designated officers of MAPC and of the Advisory Board shall certify the results of the election to the chairman of the MPO by 12 noon on the Friday following the election.

Attachment A MAPC Sub-regions

SUBREGION

COMMUNITIES

North Shore Task Force

Beverly, Danvers, Essex, Gloucester, Hamilton, Ipswich,
Manchester-by-the-Sea, Marblehead, Middleton, Nahant,
Peabody, Rockport, Salem, Swampscott, Topsfield,
Wenham

**North Suburban Planning
Council**

Burlington, Lynnfield, North Reading, Reading,
Stoneham, Wakefield, Wilmington, Winchester,
Woburn

**Minuteman Advisory Group
Interlocal Coordination
(MAGIC)**

Acton, Bedford, Bolton, Boxborough, Carlisle,
Concord, Hudson, Lexington, Littleton, Lincoln,
Maynard, Stow, Sudbury

**MetroWest Regional
Collaborative**

Ashland, Framingham, Holliston, Marlborough, Natick,
Southborough, Wayland, Wellesley, Weston

**South West Advisory
Planning Committee (SWAP)**

Bellingham, Dover, Franklin, Hopkinton, Medway,
Milford, Millis, Norfolk, Sherborn, Wrentham

Three Rivers (TRIC)

Canton, Dedham, Dover, Foxborough, Medfield, Milton,
Needham, Norwood, Randolph, Sharon, Walpole,
Westwood

South Shore Coalition

Braintree, Cohasset, Hingham, Holbrook, Hull, Marshfield,
Norwell, Rockland, Scituate, Weymouth

Inner Core

Arlington, Belmont, Boston, Brookline, Cambridge,
Chelsea, Everett, Lynn, Malden, Medford, Melrose, Milton,
Newton, Quincy, Revere, Saugus, Somerville, Waltham,
Watertown, Winthrop

Attachment B

**Metropolitan Area Planning Council
101 Cities and Towns**

Cities

Beverly
Boston
Braintree
Cambridge
Chelsea
Everett
Franklin*
Gloucester

Lynn
Malden
Marlborough
Medford
Melrose
Newton
Peabody
Quincy

Revere
Salem
Somerville
Waltham
Watertown*
Weymouth
Woburn

** MAPC Legal Counsel has rendered an opinion that Franklin and Watertown are defined as cities for the purpose of the MPO Election.*

Towns

Acton
Arlington
Ashland
Bedford
Bellingham
Belmont
Bolton
Boxborough
Brookline
Burlington
Canton
Carlisle
Cohasset
Concord
Danvers
Dedham
Dover
Essex
Foxborough
Framingham
Hamilton
Hingham
Holbrook
Holliston

Hopkinton
Hudson
Hull
Ipswich
Lexington
Lincoln
Littleton
Lynnfield
Manchester
Marblehead
Marshfield
Maynard
Medfield
Medway
Middleton
Milford
Millis
Milton
Nahant
Natick
Needham
Norfolk
North Reading
Norwell
Norwood

Randolph
Reading
Rockport
Rockland
Saugus
Scituate
Sharon
Sherborn
Southborough
Stoneham
Stow
Sudbury
Swampscott
Topsfield
Wakefield
Walpole
Wayland
Wellesley
Wenham
Weston
Westwood
Wilmington
Winchester
Winthrop
Wrentham

Attachment C

Overview of MPO Member Responsibilities

Background:

The Metropolitan Planning Organization is established as a required part of the transportation planning process under federal law. It is responsible for planning and programming financial resources for a multi-modal transportation system for the Boston region. The MPO was established in 1973.

The Boston MPO Memorandum of Understanding (MOU) that details the governing structure and process of the MPO can be viewed at www.bostonmpo.org/mou

Specific Responsibilities:

The MPO must prepare and approve several plans and programs on an annual basis. These include:

- The Unified Planning Work Program (UPWP), which programs funds for transportation planning programs in the region;
- The Transportation Improvement Program (TIP), which programs federal, state, and local funding for surface transportation projects (highway and transit).

The MPO also prepares and approves several other plans and programs as necessary. These include:

- The Regional Transportation Plan (RTP), which provides a 25-year plan for the Region's transportation needs and priorities and;
- The conformity of all surface transportation plans and programs with applicable federal laws (including air quality, and the Americans with Disabilities Act).

MPO Meetings:

Meetings are held as needed to accomplish the MPO's business. There are approximately two MPO meetings a month and all but four are held in Boston, during the day, at the state transportation building. Four MPO meetings will be held (one per quarter) outside of Boston. MPO meetings typically begin at 10 AM on the first and third Thursday of the month, and last approximately three hours. The MPO has the authority to establish necessary committees to accomplish its responsibilities. Recent experience suggests that the municipal members of the MPO or their designees attend at least two meetings per month to accomplish the work of the MPO.

2019 MPO Statement of Candidacy

(250 Word Limit)

Municipality: _____

Chief Elected Official: _____

(Suggestions include a brief statement of qualifications; comments on the importance of transportation to the region; and expectations for the Boston Metropolitan Planning Organization)

2019 MPO Election Nomination Papers

Nominated Community

**Name of Chief Elected
Official**

Signature

Open MPO Seat Community

(only check one)

is

☐

**MAGIC Seat
Running For**

☐

Inner Core Seat

MetroWest Seat

South Shore Seat

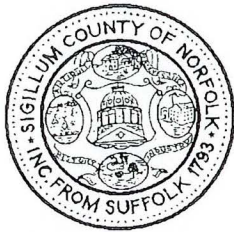
☐

Endorsers

Nominating Community

**Name of Chief Elected
Official**

Signature



To the Assessors of Taxes of the Town of Medfield in the County of Norfolk

GREETINGS:

WHEREAS, the Norfolk County Advisory Board by majority vote at their meeting of May 15, 2019 did grant a county tax for the County of Norfolk for the fiscal year, July 1, 2019 through June 30, 2020 and did authorize the county commissioners of said county to levy as a county tax for said period the sum of \$6,460,264 upon the Inhabitants of the County of Norfolk, to be collected and applied according to law.

AND WHEREAS, the County Commissioners of the said County of Norfolk at a meeting held in Dedham, within and for said county on July 10, 2019 did apportion the said sum so granted as a county tax aforesaid, upon the basis of apportionment established by Chapter 35, section 31 of the MGL's, to and upon the city and the several towns of said county, and ordered that the clerk of said county commissioners should forthwith certify to the assessors of the city and several towns in said county their several portions thereof according to law:

THESE ARE, THEREFORE, in the name of the Commonwealth of Massachusetts, to will and require you to assess the sum of \$118,916.84 upon the inhabitants of the said Town of Medfield, that being the portion of the County Tax granted by the General Court and apportioned by the County Commissioners as aforesaid upon the inhabitants of the said town/city.

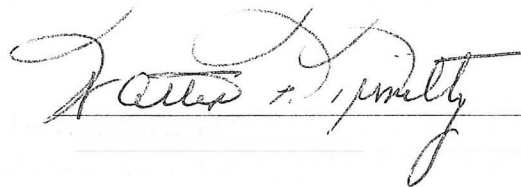
AND YOU ARE ALSO REQUIRED TO PAY or to issue your warrant requiring the treasurer of said town/city to *pay to COUNTY OF NORFOLK, 614 High Street, Suite 101, P.O. Box 346, Dedham, MA 02027-0346* OR you may wire the payment to us at *Eastern Bank, ABA routing #011301798 account #10087013 for the County of Norfolk* according to the following schedule:

\$59,458.42 on or before the FIRST DAY OF NOVEMBER, 2019

\$59,458.42 on or before the FIRST DAY OF MAY, 2020

AND YOU ARE ALSO REQUIRED, at some time before the last day of November next, to return to said county treasurer, a certificate of the name of your Treasurer with his/her office address and the sum he/she is required to pay pursuant to this warrant.

Witness, Francis W. O'Brien, Chairman of the said County Commissioners, at Dedham, this 10th day of July, 2019.

 Clerk

cc: Board of Selectmen
Town Treasurer

=====

Norfolk County Commissioners · P.O. Box 310 · 614 High Street · Dedham, MA 02027-0310
Tel: (781) 461-6105 Fax: (781) 326-6480 E-mail: info@norfolkcounty.org

RECEIVED

JUL 15 2019

MEDFIELD SELECTMEN



RECEIVED

JUN 28 2019

MEDFIELD SELECTMEN

Electronic Submittal

June 20, 2019

Massachusetts Department of Environmental Protection
Bureau of Waste Site Cleanup
Central Regional Office
8 New Bond Street
Worcester, Massachusetts 01608

Re: Phase IV As-Built Construction, Final Inspection and Completion Statement, Remedy Operation Status Opinion and Substantial Hazard Evaluation and Linkage of RTN 2-20834
Cumberland Farms, Inc.
Property # MA1287 / #2455
560 Main Street
Medfield, Massachusetts 02052
RTN 2-19338

To Whom It May Concern:

Kleinfelder, on behalf of Cumberland Farms, Inc. (CFI), has prepared the enclosed Phase IV As-Built Construction, Final Inspection and Completion Statement, Remedy Operation Status (ROS) Opinion and Substantial Hazard Evaluation (SHE). In addition, please find enclosed the applicable eDEP Bureau of Waste Site Cleanup (BWSC) Transmittal Forms BWSC-108 and BWSC-108A for the above-referenced submittal. Based on the results of the Comprehensive Remedial Action (operation and maintenance of an Air Sparge/Soil Vapor Extraction remedial system followed by monitored natural attenuation), it is the opinion of Kleinfelder that the site meets the performance standards for ROS, as specified 310 CMR 40.0893(2).

This document also includes the linkage of RTN 2-20834 to lead RTN 2-19338 (refer to BWSC Form 107). On March 22, 2019, CFI submitted a Release Notification Form to the MADEP for concentrations of dibromochloromethane in groundwater collected in September and December 2018 from wells MW-2, MW-4R, MW-10, and/or MW-12 in excess of the applicable Reportable Concentrations (RCGW-1) Standards. Concentrations in these wells ranged from 2.0 micrograms per liter (ug/L) to 3.0 ug/L, above the RCGW-1 of 2 ug/L. MADEP issued CFI a Notice of Responsibility on April 16, 2019 and assigned RTN 2-20834 to this notification. Any additional response actions associated with RTN 2-20834 will be conducted under RTN 2-19338.

The CFI contact for this site is Mr. Matthew Young. Correspondence should be sent to his attention at Cumberland Farms, Inc., Store Support Center, 165 Flanders Road, Westborough, Massachusetts 01581. The attached documents have been prepared under the direction of Licensed Site Professional (LSP) Mr. Bruce Ross (LSP #4284) of Kleinfelder.



By copy of this letter to the Medfield Board of Selectmen and Medfield Board of Health (see distribution below) the provisions set forth in 310 CMR 40.1403 of the Massachusetts Contingency Plan (MCP) are considered to be met. The property owners located within the Site associated with RTN 2-19338 have also been notified of this submittal. This report is available at the Massachusetts Department of Environmental Protection (MassDEP) at the above address or online at MassDEP's searchable website (<http://public.dep.state.ma.us/SearchableSites2/Search.aspx>).

Should you have any questions, please do not hesitate to contact the undersigned at (508) 370-8256.

Sincerely,
KLEINFELDER

Moira S. Johnson
Senior Project Manager

Bruce C. Ross, CPG, LSP
Senior Project Manager

cc: Matthew Young, Senior Project Manager, CFI (electronic submittal)
Nancy Bennotti, Administrative Agent, Medfield Board of Health, 459 Main Street, Medfield, MA 02052
Kristine Trierweiler, Town Administrator, 459 Main Street, Medfield, MA 02052
Maurice Goulet, Superintendent of Public Works, 459 Main Street, Medfield, MA 02052

Mr. Joseph Scier
3 Bishop Lane
Medfield, MA 02052-1037

June 26, 2019

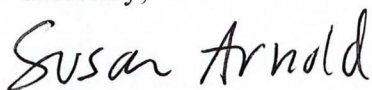
Dear Mr. Scier:

I am writing in response to your letter of May 23rd regarding recent re-location of the Bay Circuit Trail and Greenway ("BCT") in Medfield, Massachusetts. We regret that one or more volunteer trail maintainers may have entered your property while re-routing a portion of the BCT. As you know, the boundary between Town-owned land and your property was unmarked and not easily ascertainable, and the volunteers apparently relied on Medfield Assessors plans in placing new portions of the trail.

Our staff have surveyed the recent re-routing of the BCT and determined that no changes were actually made on the ground, although there was minor trimming of lower limbs of a few pine trees which impinged on the relocated trail (some of which were on Town-owned land as determined by your recently placed survey markers and some of which were dead). Staff also determined that no more than ten buckthorn saplings (an invasive species) were removed. With your permission, AMC is willing to replace these saplings with high bush blueberry plants or an equivalent number of native plants, as buckthorn is listed on the Massachusetts Prohibited Plant list (<https://www.mass.gov/service-details/massachusetts-prohibited-plant-list>). We will also remove any remaining Bay Circuit Trail blazes on your property.

Please let me know whether planting high bush blueberry would be satisfactory, or whether you would prefer plantings of a different species, and advise when volunteers may enter your property to undertake the work.

Sincerely,



Susan Arnold
Vice President for Conservation

Cc: Kristine Trierweiler, Town Administrator

RECEIVED

JUN 28 2019

MEDFIELD SELECTMEN

Ms. Susan Arnold
Vice President of Conservation - Appalachian Mtn Club
10 City Square
Boston, MA 02129

July 12, 2019

Dear Ms. Arnold,


We have received your response to our notification that the members of your organization have trespassed on our property and have removed several of the plantings. I understand that you didn't walk the portion of the trail that was carved out by members on our properties. But if you had you would have noticed that members also cut limbs of trees that originate on our properties. We would be happy to walk the land with you. Please let us know what dates work best for you we would be happy to arrange a meeting.

Because of this intrusion, we had to incur the cost of having our property professionally surveyed and marked. The results of the survey are not disputable. We expect reimbursement for the cost of the survey since it would not have been necessary if not for AMC's incursion onto our property.

We appreciate AMC's willingness to replace the trees with high bush blueberry plants. These plants will attract deer which will lead ticks and damage to other plantings. Therefore, we request the replacement plantings not be the blueberry plants. Again, we are happy to meet to discuss options.

We would appreciate your understanding and cooperation in reimbursing us the expense we incurred in surveying the property in order to protect our property. I hope we can resolve this situation without having to litigate this in court.

Regards,


Sincerely

Bonfatti's, 11 Copperwood Road, Medfield, Ma
Henebry's 1 Bishop Lane, Medfield, MA
Scier's 3 Bishop Lane, Medfield, MA

Cc Kristine Trierweiler, Mark Cerel, Medfield BOS

RECEIVED

JUL 15 2019

MEDFIELD SELECTMEN

Christopher T. Jenner
PO Box 152
02052

7-17-2019

Town of Medfield
Town Hall
DPW
Selectmen

RECEIVED

JUL 19 2019

MEDFIELD SELECTMEN

Sir:

I want to publically thank
your "Transfer Station" worker Sean Olette
for his assistance.

That dump gets pretty ripe every
day. Now add the heat and poor air
or ventilation it's brutal.

I needed assistance and Sean was
very helpful. He has a job most would
never want. I really appreciate his
help.

C. T. Jenner