



TOWN OF MEDFIELD

MEETING NOTICE

POSTED:

TOWN CLERK

TOWN OF MEDFIELD, MASS

2019 FEB 14 P 4: 09

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

PLACE OF MEETING	DAY, DATE, AND TIME
Town Hall, Warrant Committee Room, 1 st floor	Tuesday February 19, 2019 @ 6:30 PM
Town Hall, Chenery Meeting Room, 2 nd floor	Tuesday February 19, 2019 @ 7:00 PM

AGENDA (SUBJECT TO CHANGE)

6:30 PM Declare meeting open

6:30 PM Vote to go into Executive Session to consider the lease or value of real property with respect to Town property currently leased to the Kingsbury Club

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

Appointments

7:05 PM Presentation Mayrock Development LLC; proposing Chapter 40B project under the Local Initiative Program for 56 non-aged restricted rental units located at 50 Peter Kristof Way

7:30 PM Darci Schofield, MAPC

Present Natural Hazard Mitigation Plan

7:50 PM Resident Andrea Costello

Discuss Medfield Plastic Reduction Initiative and Annual Town Meeting Article

8:05 PM Medfield Historical Commission

Discussion of Warrant Article / Demolition Delay Bylaw

Citizen Comment

Action Items

Vote to appoint Richard Hooker and George Darrell to the Conservation Commission

Vote to appoint Cynthia Greene and Matthew Triest to the Town Wide Master Planning Committee

Ongoing FY2020 Budget Review and Discussion

Town Finance Discussion

Vote to approve preliminary Town Budgets

Licenses and Permits (consent agenda)

Medfield High School Theater Society requests permission to post signs March 5 to 17 advertising their spring show the musical *Big Fish*

RECEIVED
TOWN CLERK
MEDFIELD, MASS
2019 FEB 14 P 4:09

Medfield Winter Carnival Team requests permission to post signs February 25 to March 9 promoting the Annual event at the Memorial School March 9 10 AM to 3 PM

OFFICE OF THE
TOWN CLERK

Medfield Plastic Reduction Initiative Committee requests permission to post signs advertising March 24 and April 1 forums on the Plastic Reduction Bylaw. Signs in place March 18 to April 1

High School Girls Varsity Basketball Team requests permission to hold a fundraising car wash behind Town Hall Saturday September 21, 2019 9AM to 1PM

Pending

Town Administrator Goals

Town Administrator Update

Discuss streetlights

Review Board of Selectmen Action List

Selectmen Report

Informational

Notice received from Norfolk County Agricultural High School Board of Trustees regarding new in-county tuition rate, \$1946.00

From massDOT response regarding the Peak House Tercentenary Marker

KH7 12/6/18



MAYROCK

DEVELOPMENT LLC

50 Peter Kristof Way

- Proposed development is a Luxury Apartment Building including the following features:
 - 56 units consisting of: 32 OneBdrm / 18 Two Bdrm / 6 Three Bdrm
 - 1500 sq ft function room w/outdoor grill and patio area
 - State of the art fitness center
 - High-end fixtures and finishes
 - Most units will have a recessed exterior deck
 - Green building with energy-star rated appliances including stackable washer/dryer in each unit
 - Elevator
 - Professionally designed and maintained landscaping
- American Legion members will have storage and meeting space in the new Beckwith Function Room
- Full-time management on site
- Ideal serene location with surrounding woods and no direct residential abutters

- Direct access to Routes 27 & 109 while avoiding residential neighborhoods
- Close proximity to downtown Medfield will encourage residents' support of local restaurants/businesses
- Positive impact on town tax revenues
- Minimal impact on schools – this property is currently zoned for single-family homes; the 4.498 acres would accommodate a minimum of four 4 bedroom homes – the homes could have a similar impact on schools as the proposed building
- Only luxury residential building with an elevator in Medfield will help retain residents who are looking to downsize or achieve a one-level no maintenance lifestyle
- Ample parking – average 1.75 spaces per unit
- Unit per acre ratio is similar or lower than other Medfield affordable projects:
 - **50 Peter Kristof Way – 12.45 units per acre**
 - 67 North Street – 34.78 units per acre
 - 71 North Street – 33.61 units per acre
 - 41 Dale Street – 12.30 units per acre
 - 96 Adams Street – 31.62 units per acre
- This project as proposed will gain the town Safe Harbor until May 2022 and bring Medfield to 98% of its Affordable Housing Goal (415 of 422 units – excluding the proposed Tilden Village project)
- With the above goals met, the proposed Medfield State Hospital project would be more attractive to developers because more of the units could be Market Rate
- We are experienced developers with stable financing who have successfully completed a similar project (in a different style) called Aura at Weymouth. Completed in 2015 this luxury apartment community has been near 100% occupancy since it opened. (www.auraatweymouth.com)

William Lane Jr

blane@mayrockdev.com

Edward Coolbrith

ecoolbrith@mayrockdev.com

MEMORANDUM

DATE: November 15, 2018

TO: Mr. Bill Lane Jr.
Mayrock Development, LLC
40 Van Brunt Avenue
Dedham, MA 02026

FROM: Robert J. Michaud, P.E. – Managing Principal
Daniel A. Dumais, P.E. – Senior Project Manager

RE: **Proposed American Legion Apartments (40B)**
110 Peter Kristof Way – Medfield, MA

MDM Transportation Consultants, Inc. (MDM) has prepared this traffic impact assessment (TIA) for the proposed apartment development to be located at the American Legion property located at 110 Peter Kristof Way in Medfield, Massachusetts. The location of the site relative to adjacent roadways is shown in **Figure 1**. This memorandum describes existing (baseline) traffic conditions for adjacent roadways, trip generation characteristics of the proposed development, quantifies incremental traffic impacts of the Site development on area roadways, and evaluates safety-related conditions at key study locations that provide access to the Site. Several improvements aimed at enhancing traffic operations and/or safety is outlined under *Conclusions and Recommendations*.

Key findings of the traffic assessment are as follows:

- *Existing Traffic Characteristics.* The weekday daily traffic volume on West Street east of West Mill Street Street is approximately 5,810 vehicles per day (vpd) on a weekday. Peak hour traffic flow on Southbridge Street ranges from approximately 494 to 558 vehicles per hour (vph) representing approximately 9 to 10 percent of daily traffic flow. The 85th percentile travel speeds along West Street were observed 39 mph in the eastbound direction and 38 mph in the westbound direction.
- *Safety Characteristics.* A review of MassDOT crash data, the signalized study intersection of Route 27 at West Street experienced a crash rate that is above the MassDOT District 3 average and it is listed as a 2013-2015 HSIP location by MassDOT. Independent of the project the Town is in the process of securing funding to improve the intersection. The intersection is eligible for HSIP funding subject to a Road Safety Audit (RSA). The available sight lines looking east and west onto West Street from the Peter Kristof Way meet the minimum recommended sight line requirements from AASHTO.

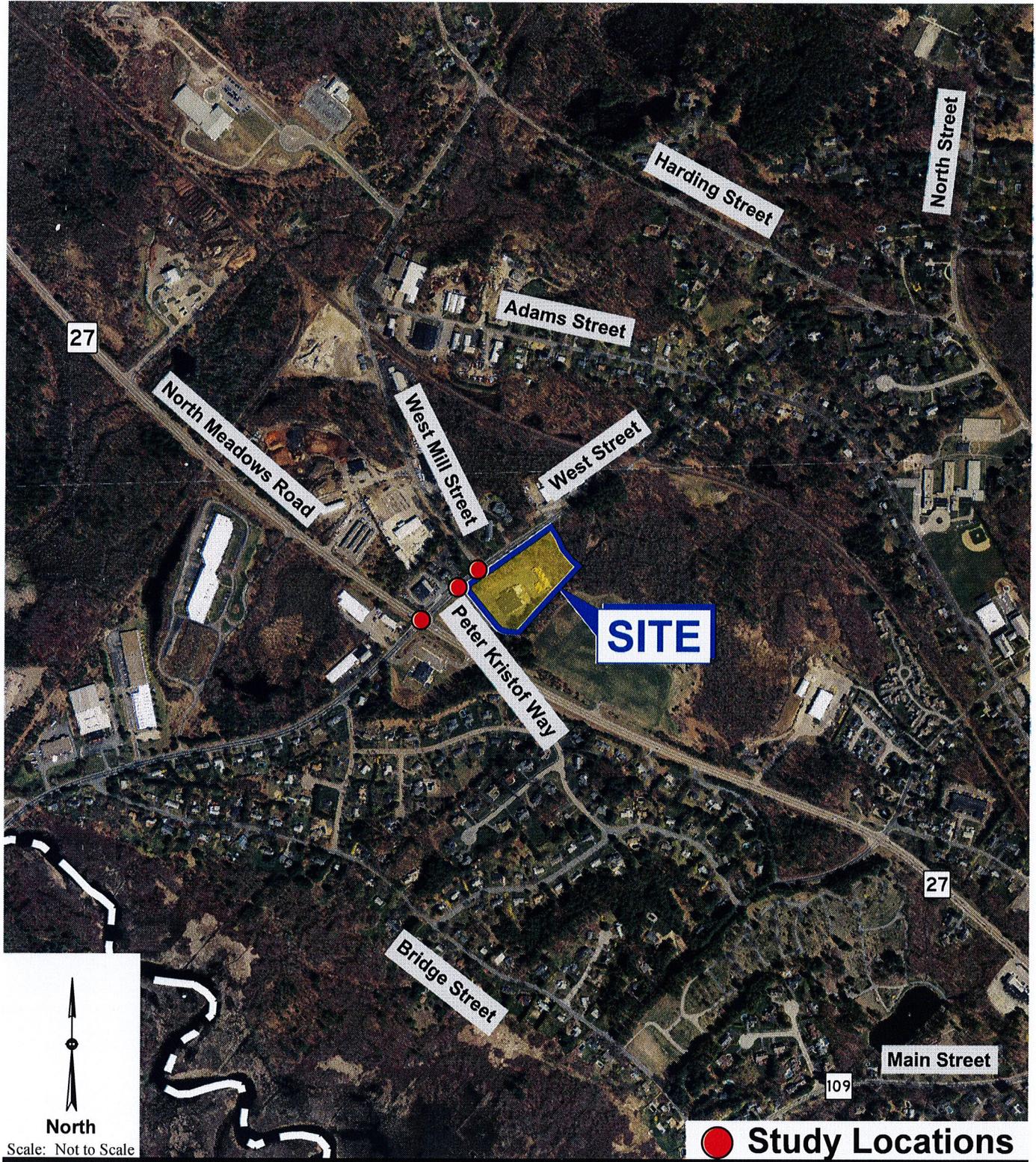


Figure 1

Site Location

- *Modest Traffic Increase.* Projected trip generation for the Site as an apartment complex compared to the existing bus parking lot is 22 fewer vehicle trips (-16 entering and -6 exiting) during the weekday morning peak hour and a modest 22 vehicle trips (13 entering and 9 exiting) during the weekday evening peak hour.
- *Adequate Roadway Capacity & Operations.* The project will result in approximately 1 additional trip within the study area every three minutes or more during the peak commute hours. MDM finds that incremental traffic associated with the proposed development is not expected to materially impact operating conditions at the study intersections.
- *Adequate Parking.* A review of industry standard parking rates (ITE and ULI) for apartments as well as empirical parking rates for area apartment complexes indicate that the parking supply of 1.75 spaces per unit will accommodate the parking demand for the Site as well as provide additional visitor parking spaces to accommodate the monthly American Legion meetings.

In summary, trip generation for the development is projected to be modest. MDM finds that incremental traffic associated with the proposed development is not expected to materially impact operating conditions at the study intersections. The available sight lines at the Peter Kristof Way intersection with West Street exceed the recommended sight line requirements from AASHTO. The parking supply of 1.75 spaces per unit will accommodate the parking demand for the Site as well as provide additional visitor parking spaces to accommodate the monthly American Legion meetings. Implementation of recommended access improvements will satisfy all applicable design and safety criteria.

PROJECT DESCRIPTION

The existing Site consists of approximately 4.5± acres of land located at the American Legion property at 110 Peter Kristof Way. The property currently includes a 12,900± sf building used by the American Legion and on-site parking with access/egress via West Street via Peter Kristof Way. The property is currently being used by the American Legion and also provides bus parking for approximately 19 school buses or bus staff vehicles.

Under the proposed site programming, the existing building will be removed and a 56 unit multi-family rental development will be constructed with a 1,500 sf function room and 98± parking spaces. The proposed access/egress will remain via West Street via Peter Kristof Way. The preliminary site plan prepared by CJC Design is shown in **Figure 2**.



Site Plan Source: CJC Design

Figure 2

Preliminary Site Plan

EXISTING TRAFFIC & SAFETY CHARACTERISTICS

An overview of existing roadway conditions, traffic volumes, and sight lines is provided below.

North Meadows Road

North Meadows Road (Route 27) is classified by the Massachusetts Department of Transportation (MassDOT) as an Urban Principal Arterial under local (Town) jurisdiction. North Meadows Road is generally a northwest-southeast roadway in the project area which connects Route 109 to the north and Route 1A to the south. Adjacent to the Site, North Meadows Road provides two-way traffic flow, has a width of approximately 45 feet with one travel lane in each direction and 8-foot shoulders. There are no sidewalks on either side of North Meadow Road within the study area. The regulatory (posted) speed limit along North Meadows Road is 45 mph in both travel directions within the study area. Land use along North Meadows Road within the project area includes a mix of land uses including but not limited to a storage facility, a kids gym, a daycare facility, a veterinary clinic, and an autobody shop.

West Street

West Street is classified by the Massachusetts Department of Transportation (MassDOT) as an Urban Minor Arterial under local (Town) jurisdiction. West Street is generally an east-west roadway in the project area which connects Route 27 and Route 109 to the west and Harding Street to the east. West Street provides two-way traffic flow with a marked double yellow centerline and marked white edge lines. There are no sidewalks on either side of West Street within the study area. The regulatory (posted) speed limit along West Street is 35 mph in both travel directions within the study area. Land use along West Street within the project area includes a mix of commercial and residential land uses.

Traffic Volumes

Traffic volume data were collected at the primary study area intersections during the weekday morning (7:00 AM - 9:00 AM) and weekday evening (4:00 PM – 6:00 PM), periods to coincide with peak traffic activity of the proposed use and the adjacent streets. The existing trip activity for the Site reflected in the counts includes school bus staff use including staff arrival and departures and school bus arrival and departures. Review of MassDOT permanent count station data indicates that October is an above average traffic month (approximately 3 percent above average month conditions). To remain conservative, no adjustment (reduction) for seasonal fluctuations was made to the traffic volume data. The weekday morning and weekday evening peak hour traffic volumes for the study intersections are shown in **Figure 3**. Traffic count data and MassDOT permanent count station data are provided in the **Attachments**.

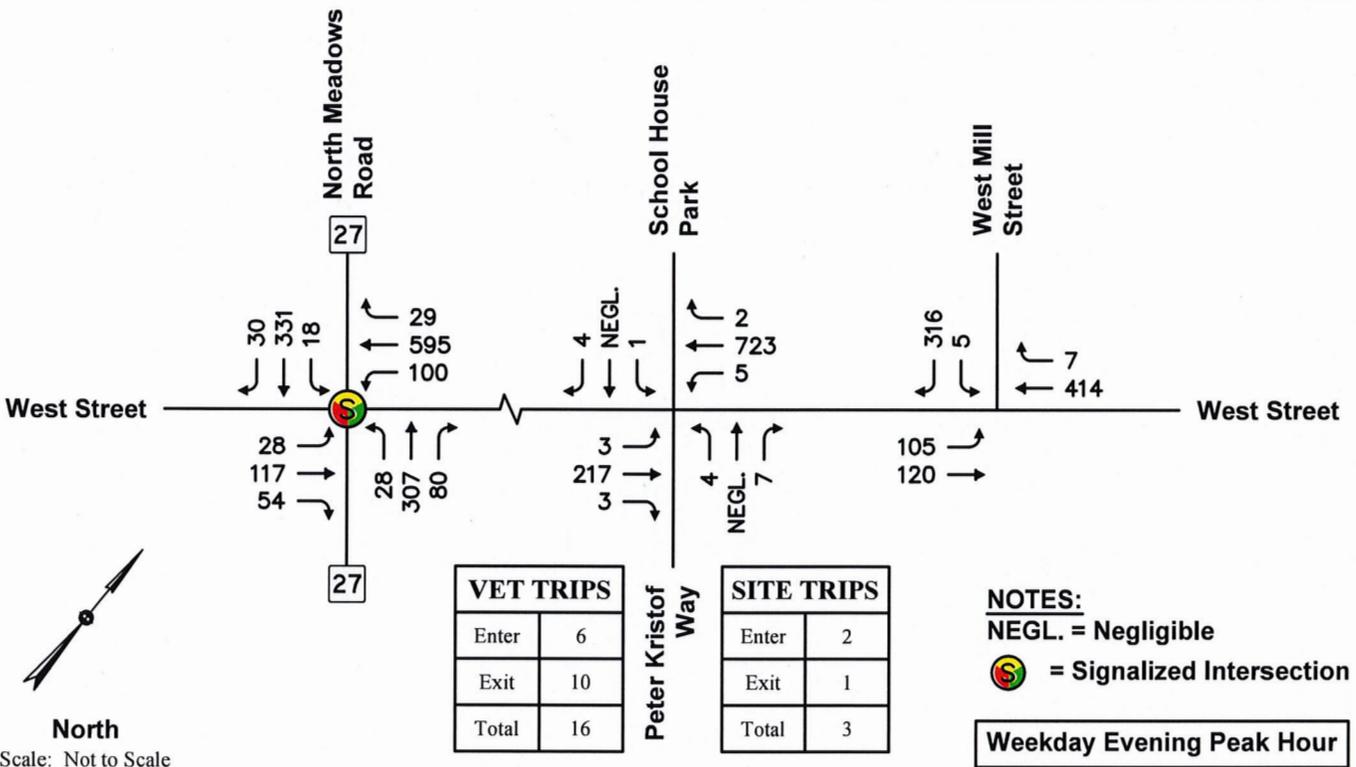
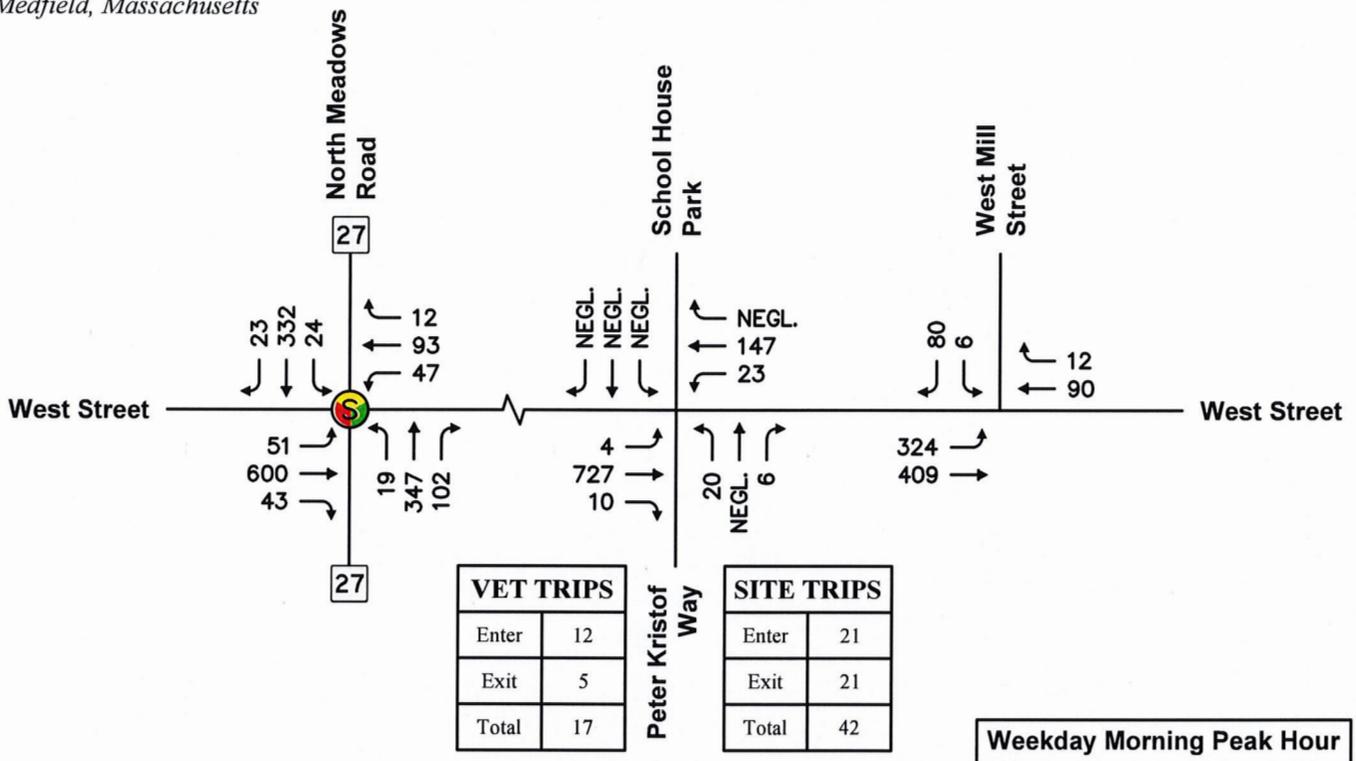


Figure 3

Daily traffic volumes along West Street to the east of West Mill Street were collected in October 2018 and are summarized in **Table 1**. Detail traffic count data is included in the **Attachments**.

**TABLE 1
BASELINE TRAFFIC VOLUME SUMMARY
WEST STREET EAST OF WEST MILL STREET**

Time Period	Daily Volume (vpd) ¹	Percent Daily Traffic ²	Peak Hour Volume (vph) ³	Peak Flow Direction ⁴	Peak Hour Directional Volume (vph) ⁴
Weekday Morning Peak Hour	5,810	9%	494	94% EB	463
Weekday Evening Peak Hour	5,810	10%	558	78% WB	435

¹Two-way daily traffic expressed in vehicles per day without seasonal adjustment.

²The percent of daily traffic that occurs during the peak hour.

³Two-way peak-hour volume expressed in vehicles per hour.

⁴EB = Eastbound, WB = Westbound

As summarized in **Table 1**, the weekday daily traffic volume on West Street is approximately 5,810 vehicles per day (vpd) on a weekday. Peak hour traffic flow on Southbridge Street ranges from approximately 494 to 558 vehicles per hour (vph) representing approximately 9 to 10 percent of daily traffic flow.

Measured Travel Speeds

Vehicle speeds were obtained for West Street near the Site using a radar recorder. These measured travel speeds provide a basis for determining sight line requirements at the proposed site driveway (Peter Kristof Way). **Table 2** presents a summary of the travel speed data collected for West Street in the site vicinity. Collected speed data are provided in the **Attachments**.

**TABLE 2
SPEED STUDY RESULTS – WEST STREET**

Travel Direction	Regulatory Speed Limit ¹	Travel Speed	
		Mean ²	85 th Percentile ³
Eastbound	35	35	39
Westbound	35	34	38

¹Regulatory Speed limit in miles per hour (mph).

²Arithmetic mean

³The speed at or below which 85 percent of the vehicles are traveling

As summarized in **Table 2**, the mean (average) travel speed on West Street was observed to be 35 mph in the eastbound and 34 mph in the southbound direction. The 85th percentile travel speeds were observed to be 39 mph in the eastbound direction and 38 mph in the westbound direction.

Sight Line Evaluation

An evaluation of sight lines was conducted to ensure that minimum recommended sight lines are available at the Peter Kristof Way intersection with West Street. The evaluation documents sight lines under proposed conditions for vehicles as they relate to these roadways with comparison to recommended guidelines.

The American Association of State Highway and Transportation Officials' (AASHTO) standards¹ reference two types of sight distance which are relevant at the intersection: stopping sight distance (SSD) and intersection sight distance (ISD). Sight lines for critical vehicle movements at the Peter Kristof Way intersections along West Street were compared to minimum SSD and ISD recommendations for the regulatory and observed travel speeds in the area.

Stopping Sight Distance

Sight distance is the length of roadway visible to the motorist to a fixed object. The minimum sight distance available on a roadway should be sufficiently long enough to enable a below-average operator, traveling at or near the design speed limit, to stop safely before reaching a stationary object in its path, in this case, a vehicle exiting onto West Street. The SSD criteria are defined by AASHTO based on design and operating speeds, anticipated driver behavior and vehicle performance, as well as physical roadway conditions. SSD includes the length of roadway traveled during the perception and reaction time of a driver to an object, and the distance traveled during brake application on wet level pavement. Adjustment factors are applied to account for roadway grades when applicable.

SSD was estimated in the field using AASHTO standards for driver's eye (3.5 feet) and object height equivalent to the taillight height of a passenger car (2.0 feet) for the West Street approaches to Peter Kristof Way. **Table 3** presents a summary of the available SSD as they relate to West Street and AASHTO's recommended SSD based on regulatory and observed speeds.

¹ *A policy on Geometric Design of Highways and Streets*, American Association of State Highway and Transportation Officials (AASHTO), 2011.

**TABLE 3
STOPPING SIGHT DISTANCE SUMMARY
WEST STREET APPROACHES TO PETER KRISTOF WAY**

Approach/ Travel Direction	Available SSD	AASHTO Recommended ¹	
		Regulatory Speed Limit ²	85 th Percentile Travel Speed ³
<i>Eastbound</i>	>500/300± Feet	250/80 Feet	290/-- Feet
<i>Westbound</i>	>500 Feet	250 Feet	280 Feet

¹Recommended sight distance based on AASHTO, A Policy on Geometric Design of Highways and Streets. Based on driver height of eye of 3.5 feet to object height of 2.0 feet.

²Regulatory speed limits: 35 mph EB/WB & 15 mph for turns from Route 27

³85th Percentile travel speed: 39 mph EB, 38 mph WB & not applicable for turns from Route 27.

As summarized in **Table 3**, analysis results indicate that the existing available sight lines exceed AASHTO's recommended SSD criteria along West Street for the regulatory and observed 85th percentile travel speeds. Stopping sight distance calculations are provided in the **Attachments**.

Intersection Sight Distance

Clear sight lines provide sufficient sight distance for a stopped driver on a minor-road approach to depart from the intersection and enter or cross the major road. As stated under AASHTO's Intersection Sight Distance (ISD) considerations, "...If the available sight distance for an entering ...vehicle is at least equal to the appropriate stopping sight distance for the major road, then drivers have sufficient sight distance to avoid collisions...To enhance traffic operations, intersection sight distances that exceed stopping sight distances are desirable along the major road." AASHTO's ISD criteria are defined into several "cases". In this case, the Peter Kristof Way approach is under "STOP" control. The ISD in question relates to the ability to turn either right or left onto West Street.

Available ISD was estimated in the field using AASHTO standards for driver's eye (3.5 feet), object height (3.5 feet) and decision point (8 to 14.5 feet from the edge of the travel lane) for the eastbound and westbound travel directions on West Street. **Table 4** presents a summary of the available ISD for the departures from Peter Kristof Way and AASHTO's recommended ISD assuming continued maintenance of vegetation within the sight line triangles.

TABLE 4
INTERSECTION SIGHT DISTANCE SUMMARY
PETER KRISTOF WAY DEPARTURES TO WEST STREET

Approach/ Travel Direction	Available ISD	AASHTO Minimum ¹	AASHTO Ideal ¹
		85 th Percentile Travel Speed ³	Regulatory Speed Limit ²
<i>Looking East</i>	>500 Feet	280 Feet	390 Feet
<i>Looking West</i>	>500/300± Feet	290/-- Feet	335/145 Feet

¹Recommended sight distance based on AASHTO, A Policy on Geometric Design of Highways and Streets. Based on driver height of eye of 3.5 feet to object height of 2.0 feet. Minimum value as noted represents SSD per AASHTO guidance.

²Regulatory speed limits: 35 mph EB/WB & 15 mph for turns from Route 27

³85th Percentile travel speed: 39 mph EB, 38 mph WB & not applicable for turns from Route 27.

The results of the ISD analysis presented in **Table 4** indicate that the available sight lines looking east and west from the Peter Kristof way onto West Street exceed the sight line requirements from AASHTO for the regulatory and 85th percentile travel speeds. MDM recommends that any new plantings (shrubs, bushes) or physical landscape features to be located within the sight lines should also be maintained at a height of 2 feet or less above the adjacent roadway grade to ensure unobstructed lines of sight.

Area Transportation Initiatives

In an effort to reduce crash activity and enhance safety, the Town is in the process of securing funding to re-signalize the North Meadows Road (Route 27) at West Street intersection and to add some dedicated turn lanes.

Intersection Crash History

In order to identify crash trends and safety characteristics for study area intersections, crash data were obtained from MassDOT for the Town of Medfield for the three-year period 2014 through 2016 (the most recent data currently available from MassDOT). Crash data for the study intersections is summarized in **Table 5** with detailed data provided in the **Attachments**.

Crash rates were calculated for the study area intersections as reported in **Table 5**. This rate quantifies the number of crashes per million entering vehicles. MassDOT has determined the official District 3 (which includes the Town of Medfield) crash rate to be 0.89 for signalized intersections and 0.61 for unsignalized intersections. These rates represent MassDOT's "average" crash experience for District 3 communities and serves as a basis for comparing reported crash rates for the study intersections. Where calculated crash rates notably exceed the district average, some form of safety countermeasures may be warranted.

**TABLE 5
INTERSECTION CRASH SUMMARY
2014 THROUGH 2016¹**

Data Category	North Meadows Road (Route 27) at West Street
Traffic Control	Signalized
Crash Rate ²	1.12
MHD Dist. 3 Avg ³	0.89
<i>Year:</i>	
2014	6
2015	5
<u>2016</u>	<u>11</u>
Total	22
<i>Type:</i>	
Angle	13
Rear-End	4
Head-On	1
Sideswipe	1
Single Vehicle	3
<i>Severity:</i>	
P. Damage Only	9
Personal Injury	13
Fatality	0
<i>Conditions:</i>	
Dry	18
Wet	2
Snow	2
<i>Time:</i>	
7:00 to 9:00 AM	4
4:00 to 6:00 PM	5
Rest of Day	13

¹Source: MassDOT Crash Database

²Crashes per million entering vehicles (MEV)

³District 3 Average Crash Rate

As summarized in **Table 5**:

- *Route 27 at West Street.* There are a total of twenty-two (22) crashes reported at the intersection during the three-year study period resulting crash rate of 1.12. MassDOT has listed the intersection as a Highway Safety Improvement Program (HSIP) crash cluster for 2013-2015. The crashes principally involved angle/sideswipe type collisions (64%), four rear-end collisions (18%), three single vehicle type collisions, and one head-on type collision. The majority (59%) resulted in personal injury type collisions. 82% of the collisions occurred under dry roadway conditions and 41% occurred during the peak commuter periods. No pedestrian related crashes or fatalities were reported.
- *West Street at Peter Kristof Way.* There were no reported crashes at this location over the three-year study period.
- *West Street at West Mill Street.* There were no reported crashes at this location over the three-year study period.

In summary, based on review of MassDOT crash data, the signalized study intersection of Route 27 at West Street experienced a crash rate that is above the MassDOT District 3 average and it is listed as a 2013-2015 HSIP location by MassDOT. Independent of the project the Town is in the process of securing funding to improve the intersection. The intersection is eligible for HSIP funding subject to a Road Safety Audit (RSA).

FUTURE CONDITIONS

Evaluation of the proposed development impacts requires the establishment of a future baseline analysis condition. This section estimates future roadway and traffic conditions with and without the proposed development. To be consistent with industry standard guidelines for projects not requiring State review, a five-year planning horizon was selected.

To determine the impact of Site-generated traffic volumes on the roadway network under future conditions, baseline traffic volumes in the study area were projected to a future year condition. Traffic volumes on the roadway network at that time, in the absence of the development (that is, the No-Build condition), would include existing traffic, new traffic due to general background traffic growth, and traffic related to specific development by others that is currently under review at the local and/or state level. Consideration of these factors resulted in the development of No-Build traffic volumes. Anticipated Site-generated traffic volumes were then superimposed upon these No-Build traffic-flow networks to develop future Build conditions.

The following sections provide an overview of future No-Build traffic volumes and projected Build traffic volumes.

Background Traffic Growth

Nearby permanent count station data published by MassDOT indicates a 0.7 percent per year growth rate. For purposes of this evaluation, a 1-percent compounded annual growth rate was used (5.1 percent increase over a 5-year horizon). This growth rate is higher than historic rates and is also expected to account for any small fluctuation in hourly traffic as may occur from time to time in the study area and traffic associated with other potential small developments or vacancies in the area. MassDOT permanent count station data and background growth calculations are provided in the **Attachments**.

Additionally, based on a review of the MEPA database and correspondence with the Town of Planning Staff indicates that there are is one significant site-specific development projects in the area that is expected to moderately increase baseline traffic in the study area as follows:

- *Medfield Children's Center (MCC) Daycare*. As permitted, the daycare proposes to relocate and combine its operations from Pleasant Street and South Street to 105 North Meadows Road and expand its enrollment from 65 students in the preschool to approximately 139 students. The proposed building will include a total of 8,131± sf of space with fenced outdoor play areas. Staffing levels are projected at up to a maximum of 20 to 24 staff to accommodate the expanded school enrollment. On-site parking will include a total of 40 spaces (38 standard and 2 accessible) to support the Daycare use of the Site. Proposed access to the facility is proposed via a single driveway along North

Meadows Road with the entering and exiting movements separated by approximately 50 feet. The driveway will be located approximately 380 feet north of the North Meadows Road/West Street signalized intersection. The site-specific trip tracings were obtained from the TIAS prepared by MDM in January 2018. Trips for this project will be included in the future No-Build traffic volume networks.

2023 No-Build Traffic Volume Networks

To account for future traffic growth within the study area, the 1-percent annual growth rate was applied to existing traffic volumes over a five-year period along with trips associated with the MCC Daycare relocation and expansion. Future 2023 No-Build traffic volumes are displayed in **Figure 4**.

Site-Generated Traffic – ITE Basis

Future Build condition traffic volumes were developed by estimating the number of incremental peak-hour trips expected to be generated by the construction of 56 mid-rise apartments and distributing this additional traffic onto the local roadway network. The 1,500 sf function room is assumed to be ancillary to the apartments with approximately 10± American Legion members using the room for a monthly meeting. Other uses include gatherings for residents of the development. The methodology used to estimate the future trip-generation characteristics of the proposed development is summarized below.

The traffic generated by the proposed development was estimated using trip rates published in ITE's *Trip Generation*² for Multifamily Housing (Mid-Rise) – LUC 221. **Table 6** presents the trip-generation estimates for the proposed development. A review of public transportation options indicates that services are limited in the area with the closes services provide along the Franklin commuter line, therefore, no credit (reduction) for transit use was assumed for planning purposes. Detailed trip generation comparison is provided in the **Appendix**.

²*Trip Generation*, 10th Edition; Institute of Transportation Engineers; Washington, DC; 2017.

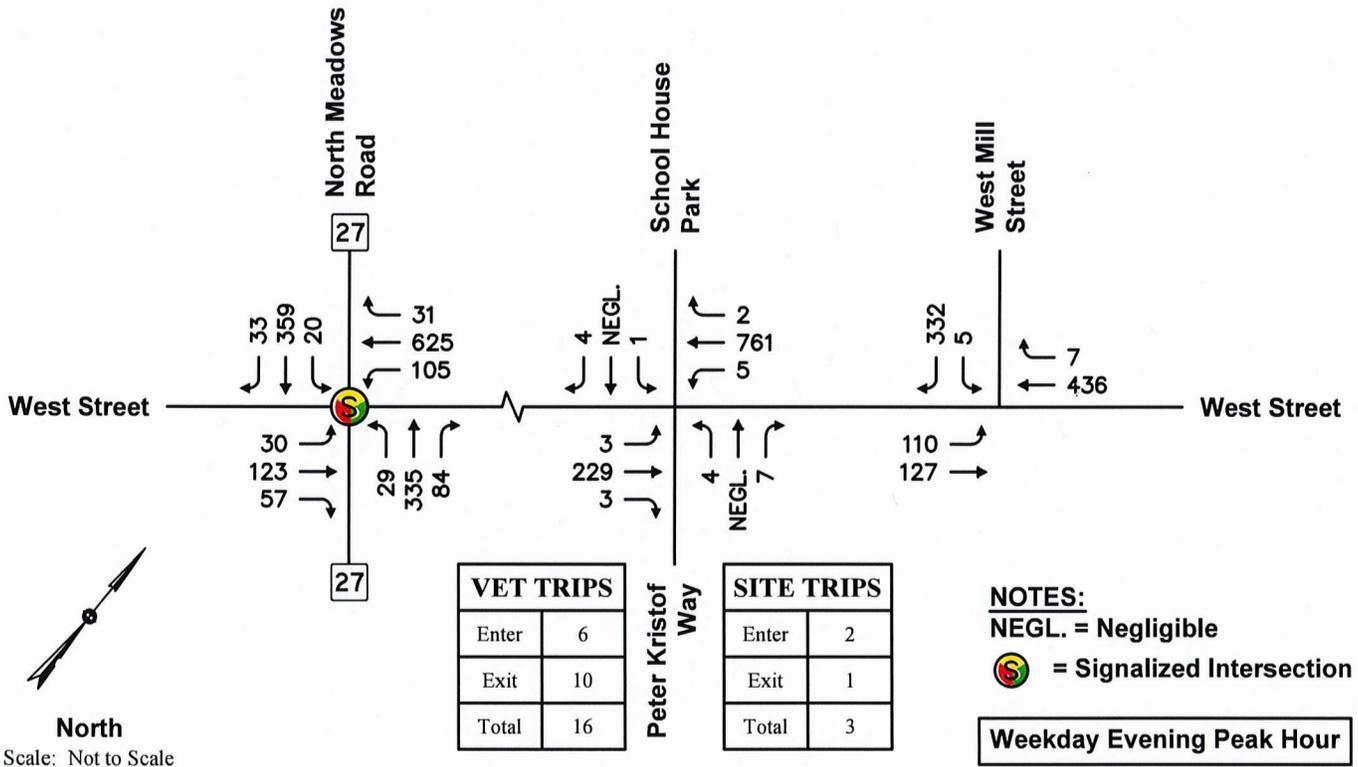
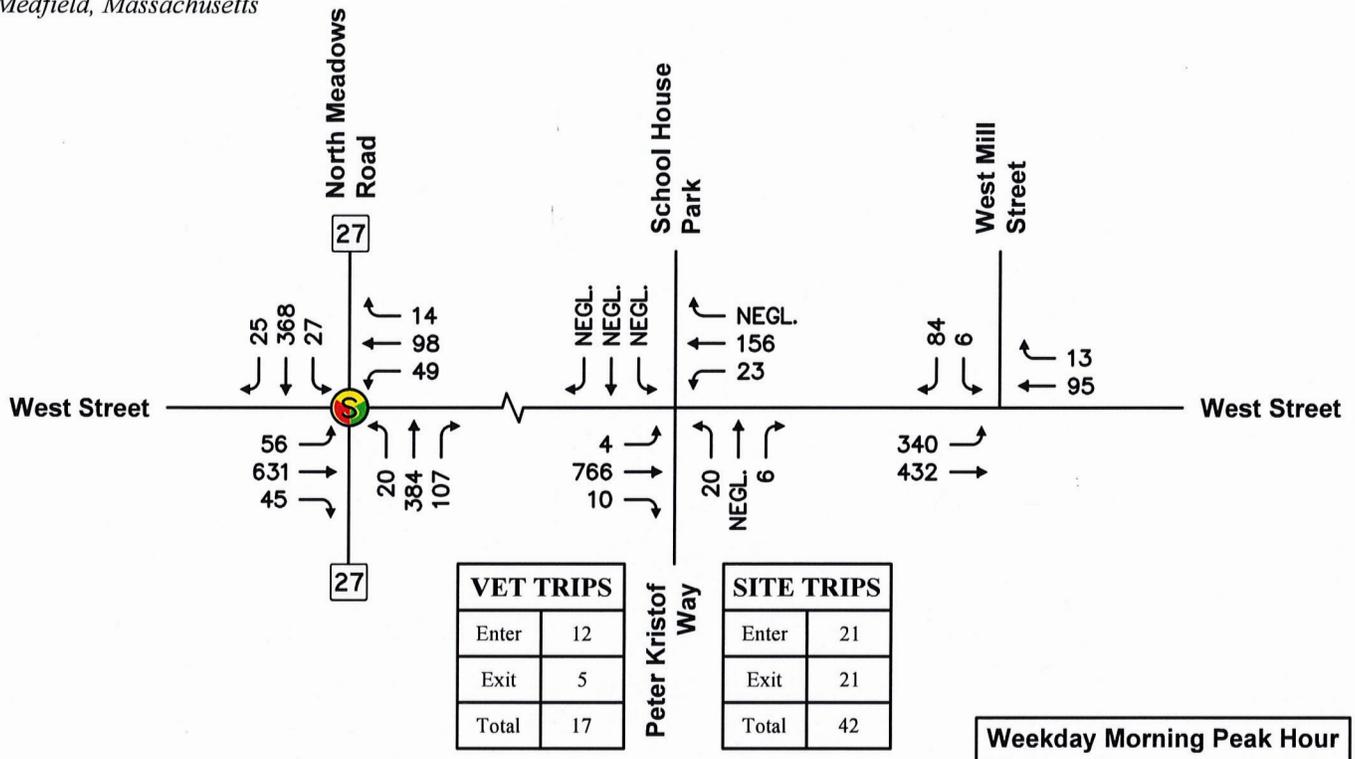


Figure 4

**TABLE 6
TRIP-GENERATION**

Period/Direction	Site Trips		
	56 Apartments Trips ¹	Historical Use Trips ²	Net New Trips
<i>Weekday Morning Peak Hour</i>			
Entering	5	(21)	-16
<u>Exiting</u>	<u>15</u>	<u>(21)</u>	<u>-6</u>
Total	20	(42)	-22
<i>Weekday Evening Peak Hour</i>			
Entering	15	(2)	13
<u>Exiting</u>	<u>10</u>	<u>(1)</u>	<u>9</u>
Total	25	(3)	22

¹Based on ITE LUC 221 applied to 56 units.

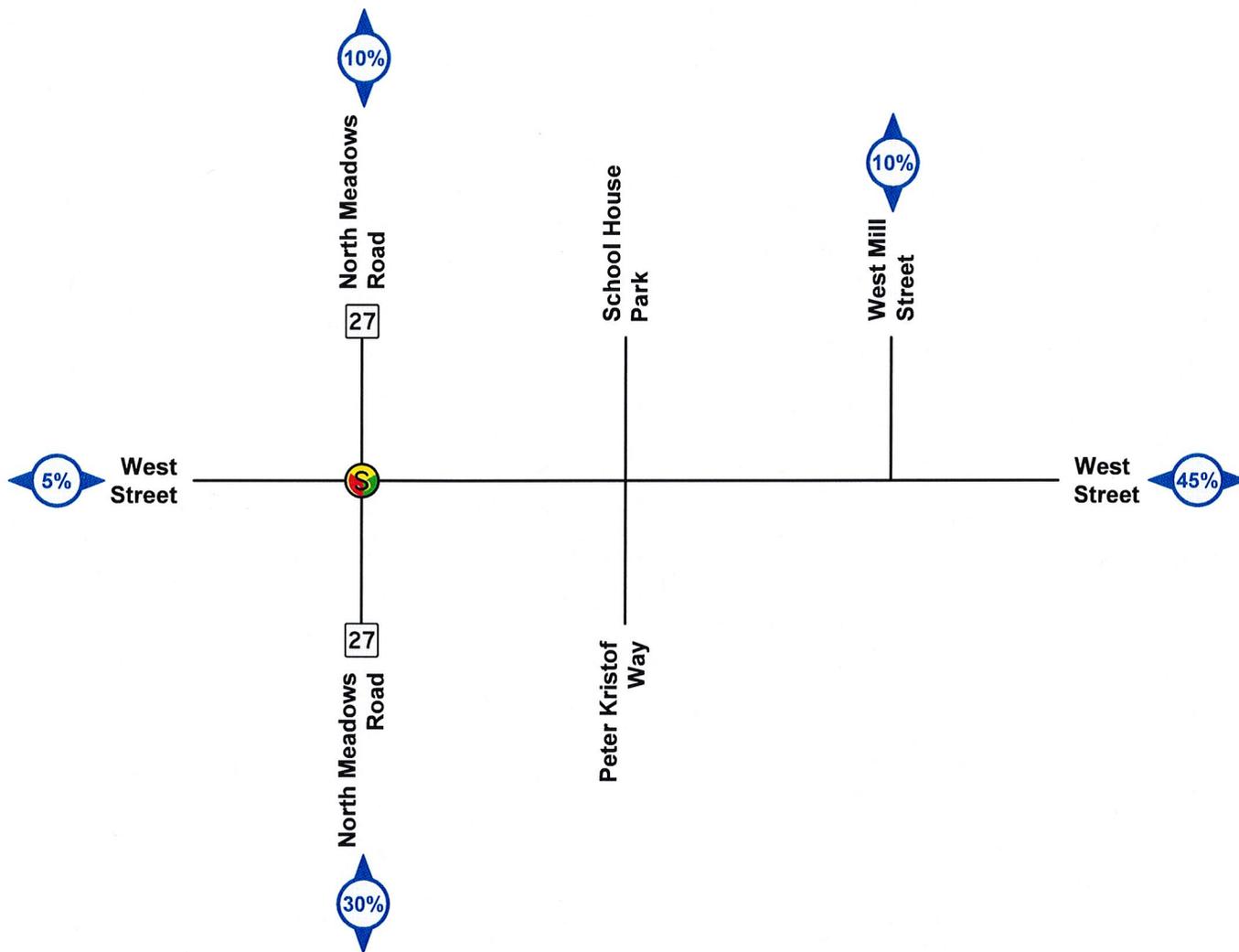
²The observed use of the site as a bus parking lot.

As summarized in **Table 6**, projected trip generation for the Site as an apartment complex compared to the existing bus parking lot is 22 fewer vehicle trips (-16 entering and -6 exiting) during the weekday morning peak hour and a modest 22 vehicle trips (13 entering and 9 exiting) during the weekday evening peak hour. MDM finds that incremental traffic associated with the proposed development is not expected to materially impact operating conditions at the study intersections. Trip generation calculations are provided in the **Attachments**.

Trip Distribution

The directional distribution of development-generated trips on the roadway network is a function of a number of variables including area population centers and the efficiency of these roadways leading to the Site. Journey to work data for the Town of Medfield served as the primary basis for determining the trip distribution pattern for the project. Detailed calculations are provided in the **Attachments**.

Development-related trips for the proposed apartment development are assigned to the roadway network using the trip-generation estimates shown in **Table 6** and the distribution patterns presented in **Figure 5**. Development-related trips at each intersection approach for the weekday morning and weekday evening peak hours are quantified in **Figure 6**.



North

Scale: Not to Scale

Figure 5

Trip Distribution

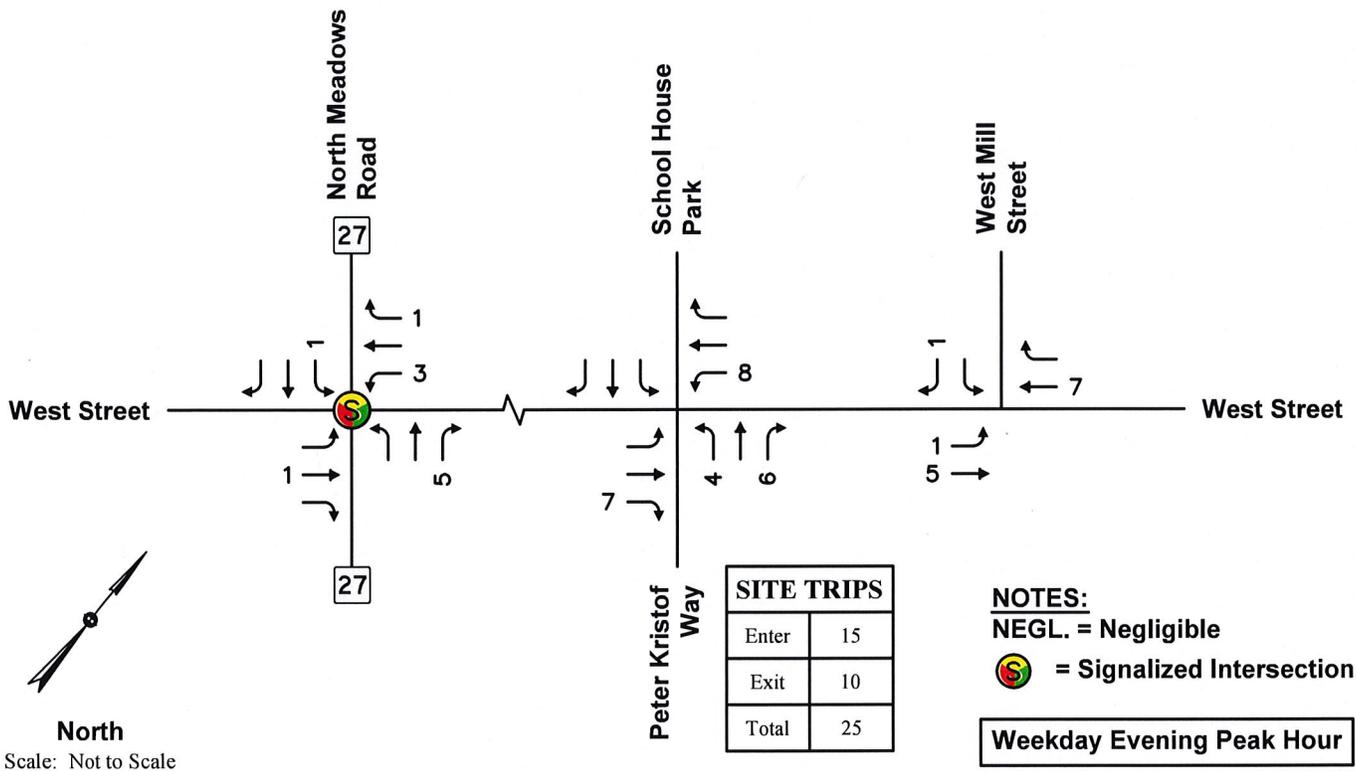
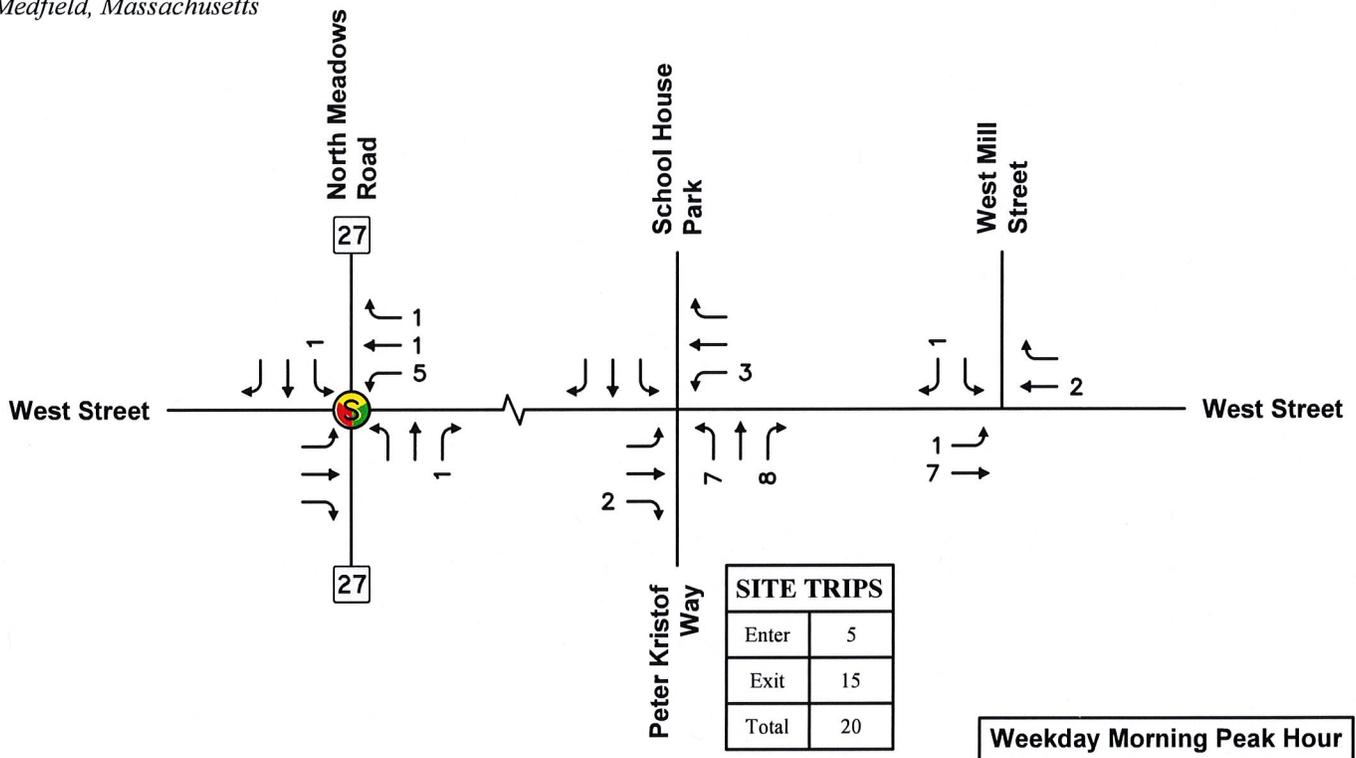


Figure 6

Build Traffic Volumes

Build condition traffic volumes are derived by first removing trips associated with the existing school bus parking use of the Site (see **Attachments**) then adding incremental traffic increases for the proposed apartments to the No-Build traffic volume networks. The resulting 2023 Build condition traffic-volume networks for the weekday morning and weekday evening peak hours are displayed in **Figure 7**.

CAPACITY ANALYSIS

Capacity analysis of intersections is developed using the Synchro® computer software, which implements the methods of the 2010 Highway Capacity Manual (HCM). The resulting analysis presents a level-of-service (LOS) designation for individual intersection movements. The LOS is a letter designation that provides a qualitative measure of operating conditions based on several factors including roadway geometry, speeds, ambient traffic volumes, traffic controls, and driver characteristics. Since the LOS of a traffic facility is a function of the traffic flows placed upon it, such a facility may operate at a wide range of LOS, depending on the time of day, day of week, or period of year. A range of six levels of service are defined on the basis of average delay, ranging from LOS A (the least delay) to LOS F (delays greater than 50 seconds for unsignalized movements and delays greater than 80 seconds for signalized movements). The specific control delays and associated LOS designations are presented in the **Attachments**.

Level-of-Service (LOS) analyses were conducted for the Baseline, No-Build, and Build conditions for the study intersections. The results of the intersection capacity are summarized below in **Table 7** and **Table 8**. Detailed analysis results are presented in the **Attachments**.

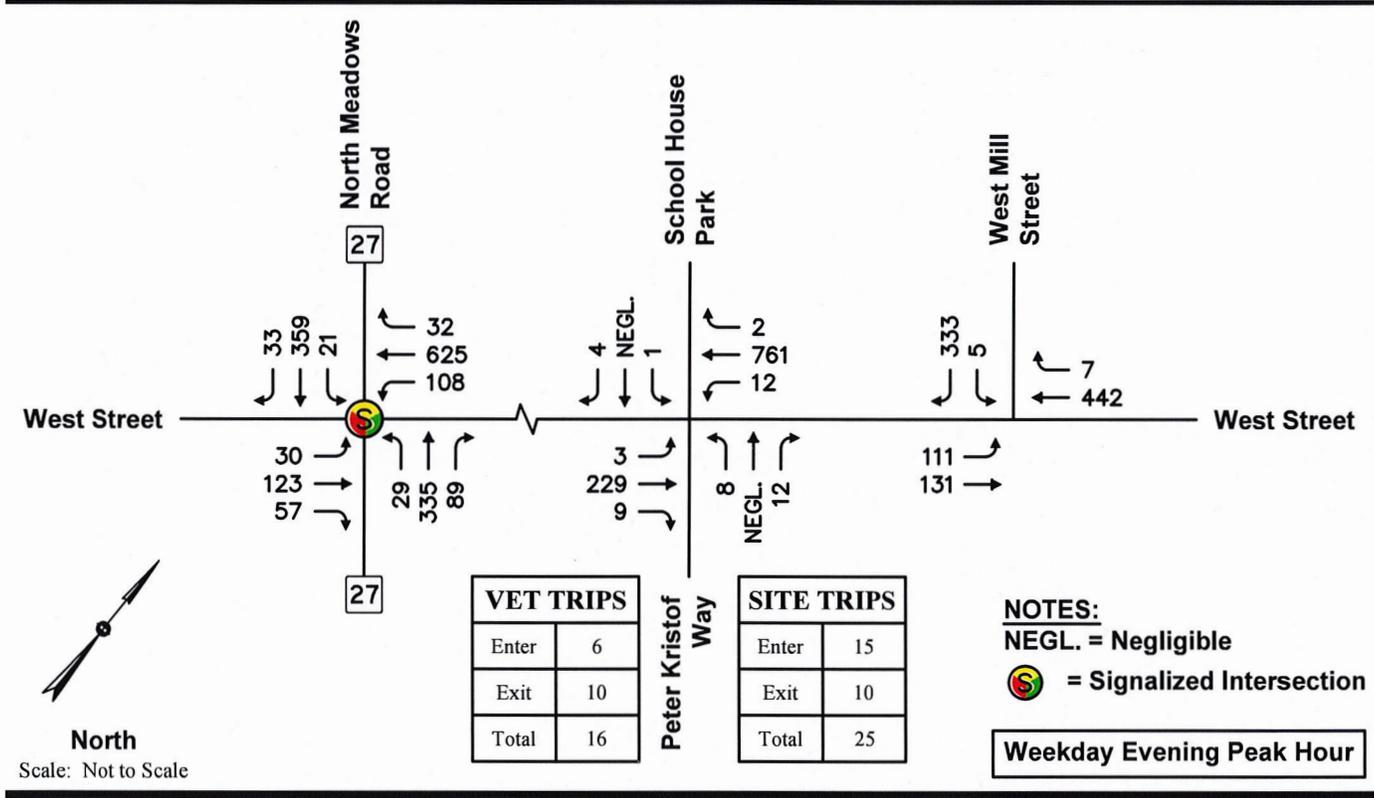
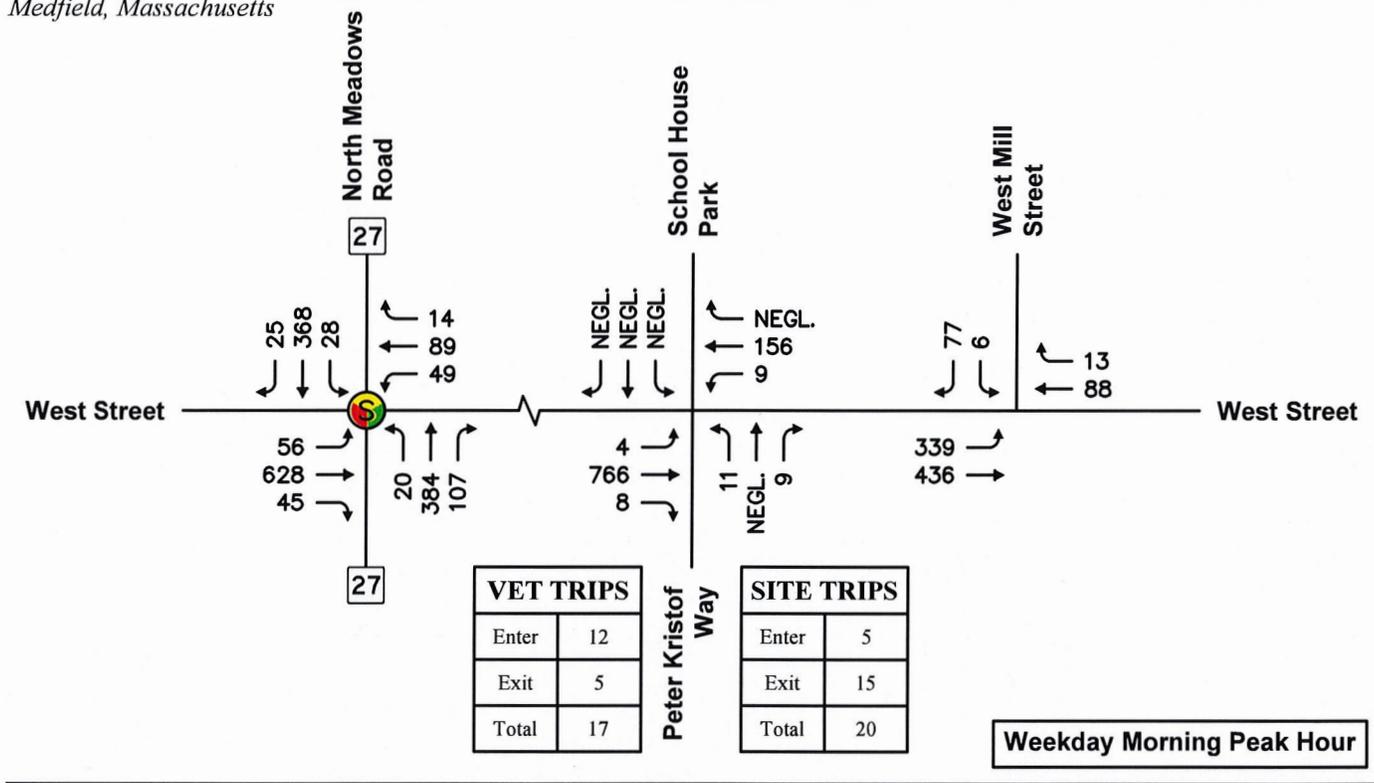


Figure 7

**TABLE 7
INTERSECTION CAPACITY ANALYSIS RESULTS
WEEKDAY MORNING PEAK HOUR**

Peak Hour	Approach	2018 Baseline			2023 No-Build			2023 Build		
		v/c ¹	Delay ²	LOS ³	v/c	Delay	LOS	v/c	Delay	LOS
<i>Route 27 at West St</i>	Eastbound	0.80	23	C	0.83	26	C	0.83	26	C
	Westbound	0.31	13	B	0.37	15	B	0.37	15	B
	Northbound	0.68	21	C	0.73	24	C	0.73	23	C
	Southbound	<u>0.54</u>	<u>19</u>	<u>B</u>	<u>0.60</u>	<u>20</u>	<u>B</u>	<u>0.59</u>	<u>20</u>	<u>B</u>
	Overall	0.80	21	C	0.83	23	C	0.83	23	C
<i>West St at Peter Kristof Way</i>	Eastbound	0.00	<5	A	0.00	<5	A	0.00	<5	A
	Westbound	0.04	<5	A	0.04	<5	A	0.01	<5	A
	NB Exit	0.12	22	C	0.13	24	C	0.08	20	C
	SB Exit	0.00	<5	A	0.00	<5	A	0.00	<5	A
<i>West St at West Mill St</i>	Eastbound	0.23	<5	A	0.25	<5	A	0.24	<5	A
	Westbound	0.00	<5	A	0.00	<5	A	0.00	<5	A
	SB Exit	0.14	12	B	0.15	12	B	0.14	12	B

¹ Volume-to-capacity ratio

² Average control delay per vehicle (in seconds)

³ Level of service

**TABLE 8
INTERSECTION CAPACITY ANALYSIS RESULTS
WEEKDAY EVENING PEAK HOUR**

Peak Hour	Approach	2018 Baseline			2023 No-Build			2023 Build		
		v/c ¹	Delay ²	LOS ³	v/c	Delay	LOS	v/c	Delay	LOS
<i>Route 27 at West St</i>	Eastbound	0.22	9	A	0.23	10	A	0.23	10	A
	Westbound	0.77	19	B	0.80	21	C	0.80	22	C
	Northbound	0.62	20	B	0.67	22	C	0.67	22	C
	Southbound	<u>0.57</u>	<u>19</u>	<u>B</u>	<u>0.62</u>	<u>21</u>	<u>C</u>	<u>0.62</u>	<u>21</u>	<u>C</u>
	Overall	0.77	18	B	0.80	20	B	0.80	20	B
<i>West St at Peter Kristof Way</i>	Eastbound	0.00	<5	A	0.00	<5	A	0.00	<5	A
	Westbound	0.00	<5	A	0.00	<5	A	0.01	<5	A
	NB Exit	0.03	14	B	0.03	15	C	0.06	16	C
	SB Exit	0.02	16	B	0.02	17	B	0.02	17	B
<i>West St at West Mill St</i>	Eastbound	0.11	<5	A	0.11	<5	A	0.12	<5	A
	Westbound	0.00	<5	A	0.00	<5	A	0.00	<5	A
	SB Exit	0.59	20	C	0.64	22	C	0.65	22	C

¹ Volume-to-capacity ratio

² Average control delay per vehicle (in seconds)

³ Level of service

As shown in **Table 7 and Table 8:**

- *Route 27 at West Street.* Under No-Build conditions the signalized intersection will operate at an overall LOS C or better during peak hours. The proposed development does not result in any significant change in operations at the signalized intersection compared to No-Build conditions. Specifically, the project will result in a reduction of trips through this intersection during the weekday morning peak hour and a nominal one (1) vehicle or less through this intersection every 6 minutes during the weekday evening peak hour.
- *West Street at Peter Kristof Way.* Under Build conditions the Peter Kristof Way approach to the unsignalized intersection will continue to operate with at LOS C or better during peak hours.
- *West Street at West Mill Street.* Under Build conditions the West Mill Street approach to the unsignalized intersection will continue to operate with at LOS C or better during peak hours.

In summary, the proposed development does not result in any significant change in operations at the study intersections compared to No-Build conditions.

PROPOSED PARKING SUPPLY

The on-site parking will include a total supply of 98± spaces resulting in a parking supply of 1.75 spaces per unit. This section will review industry standard parking rates as outlined in Institute of Transportation Engineers (ITE's) *Parking Generation*, Urban Land Institute (ULI's) *Shared Parking*, and empirical parking data from suburban area apartment complexes located in Massachusetts.

Parking observations at four (4) apartment complexes were completed between the hours of 4:45 AM and 6:00 AM (the peak parking demand period as documented by ITE and ULI). It is noted that access to garage spaces was restricted at the time of the observations; however, as a conservative measure all garage units were assumed to be fully occupied at the time of the count. Parking activity, residential unit count and associated peak parking rate for each of the apartment complexes are presented in the Attachments and indicated an average peak parking demand of 1.47 spaces per unit which is highly consistent with industry standard parking data provided by ITE which indicates an average peak parking demand of 1.23 spaces per unit and the recommended design value of 1.46 spaces per unit provided by ULI. Accordingly, a parking supply of 1.75 spaces per unit will accommodate the parking demand for the Site as well as provide additional visitor parking spaces to accommodate the monthly American Legion meetings.

RECOMMENDATIONS AND CONCLUSIONS

Trip generation for the Site as an apartment complex compared to the existing bus parking lot is 22 fewer vehicle trips during the weekday morning peak hour and a modest 22 vehicle trips during the weekday evening peak hour. MDM finds that incremental traffic associated with the proposed development is not expected to materially impact operating conditions at the study intersections. The available sight lines at the Peter Kristof Way intersection with West Street exceed the recommended sight line requirements from AASHTO.

MDM recommends the following access improvements to enhance safety and capacity:

- *Signage and Markings.* A STOP sign (R1-1) and STOP line pavement markings are recommended on the proposed Site Driveway approach to Peter Kristof Way and the Peter Kristof Way approach to West Street. The sign and pavement markings shall be compliant with the Manual on Uniform Traffic Control Devices (MUTCD).
- *Driveway Design.* The final curb radii between the site driveway and Peter Kristof Way should be designed to accommodate the Towns largest fire apparatus (ladder truck), refuse trucks, and single unit delivery vehicles.
- *Sight Line Maintenance.* Any new plantings (shrubs, bushes) or physical landscape features to be located within the project driveway sight lines should also be maintained at a height of 2 feet or less above the adjacent roadway grade to ensure unobstructed lines of sight.

In summary, trip generation for the development is projected to be modest. MDM finds that incremental traffic associated with the proposed development is not expected to materially impact operating conditions at the study intersections. The available sight lines at the Peter Kristof Way intersection with West Street exceed the recommended sight line requirements from AASHTO. The parking supply of 1.75 spaces per unit will accommodate the parking demand for the Site as well as provide additional visitor parking spaces to accommodate the monthly American Legion meetings. Implementation of recommended improvements will satisfy all applicable design and safety criteria.

6.0 SUMMARY AND CONCLUSIONS

6.1 FINDINGS

6.1.1 *On-Site Environmental Concerns*

Several Recognized Environmental Conditions (RECs) were initially identified for the Subject Parcel. These included the former Medfield Landfill and the presence of an on-Site leaching septic system. An LSI was completed to assess the RECs at the subject property with respect to current a proposed future use. Additional assessment may be warranted for in the event groundwater beneath the Subject Property is utilized for drinking water purpose; such use is not anticipated as the Subject Property is serviced by public water. The results of the LSI indicated that the former landfill and septic system are no longer RECs for the Subject Property.

6.1.2 *Off-Site Environmental Concerns*

OHI did not observe off-Site RECs for the Subject Property.

6.1.3 *Historical Environmental Concerns*

OHI did not identify and HRECs for the Subject Property.

6.1.4 *Controlled Environmental Concerns*

OHI did not identify any CRECs for the Subject Property.

6.1.5 *Data Gap Analysis*

No significant data gaps exist for the Subject Property. Reports on landfill sampling by the Town of Medfield were not available for the report. Groundwater beneath the site is not utilized. In the event that groundwater beneath the Site is utilized, a more extensive sample analytical suite may be warranted.

6.2 CONCLUSIONS

No RECs were identified for the Subject Parcel. An LSI was completed to assess the potential RECs associated with a former landfill adjacent to the Subject Property and the on-Site leaching septic system. The results of the LSI indicate that soil and groundwater at the Subject Property do not represent a REC or reportable condition with respect to the current and proposed Site uses and limited analytical suite completed. Based on the results of the LSI, further environmental assessment/remediation is not recommended at the Subject Property at this time.

OHI recommends any new construction include the installation the subsurface radon style mitigation/sub-slab depressurization system beneath the foundation slab to facilitate the venting. The system could be activated at a later date should radon or methane (potentially from the adjacent landfill) become an future concern. OHI also recommends additional assessment in the event that use of groundwater resources below the property are utilized.

7.0 CONSULTANT INFORMATION

The work was completed by the following personnel:

Brian Snow, P.G., L.S.P.
OHI Engineering, Inc.
Senior Project Manager

Jared J. Kelly
OHI Engineering, Inc.
Project Engineer/Environmental Professional

We declare that, to the best of our professional knowledge and belief, we meet the definition of *environmental professional* as defined in 312.10 of 40 CFR 312. We have the specific qualifications based on the education, training, and experience to assess a property of the nature, history, and setting of the Site. We have developed and performed all the appropriate inquiries in conformance with the standards and practices set forth in 40 CFR Part 312. Résumés for the *environmental professionals* can be found in **Appendix G**.



AHT 12/6/18

December 5, 2018

William Lane
Edward Coolbrith
Mayrock Development, LLC
40 Van Brunt Ave
Dedham, MA 02026

RE: Proposed 56 unit development at 50 Peter Kristof Way, Medfield, MA

Dear Gentleman,

Thank you for your inquiry for financing the acquisition and development of 50 Peter Kristof Way, Medfield, MA.

Based on your financial capacity and excellent credit history with Rockland Federal Credit Union, the Credit Union has determined that you are qualified, subject to ordinary Rockland Federal Credit Union underwriting standards, to purchase and develop 56 Units located at 50 Peter Kristof Way, Medfield, MA.

Best Regards

A handwritten signature in black ink, appearing to read "T. White", written over a horizontal line.

Thomas C. White
President

Fiscal Impact Analysis

50 Peter Kristoff Way

January 30, 2019

Prepared For Mayrock Development, LLC

**Prepared By
Fougere Planning & Development, Inc.**

FOUGERE PLANNING & DEVELOPMENT, Inc.
Mark J. Fougere, AICP
Phone: 603-315-1288 Email: Fougereplanning@comcast.net

FISCAL IMPACT ANALYSIS

50 Peter Kristof Way

January 28, 2019

I. Introduction

Fougere Planning and Development has been engaged by Mayrock Development, LLC to estimate the net fiscal impact to the Town of Medfield, MA from the proposed development of a 40B residential apartment development, with 25% of the units set aside as affordable. This analysis is based upon the planned development of a 56 unit apartment building on a 4.49 acre site, replacing an existing American Legion Hall. One, 3.5-story building is proposed with onsite amenities including common areas. Onsite parking for 78 vehicles will be provided. The property will be privately maintained, along with all trash removal. Table One outlines the apartment mix contemplated by the development proposal, with 55% of the units one bedroom.

Table One
Apartment Unit Mix

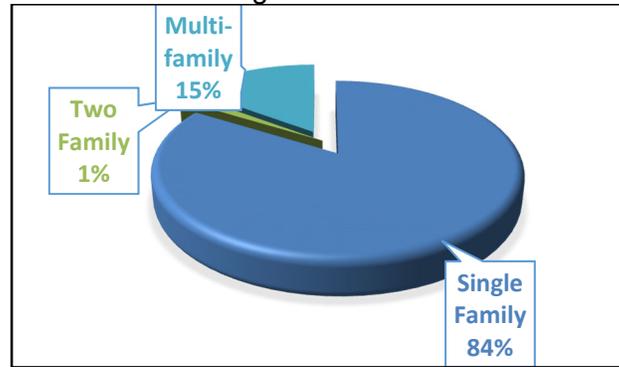
One Bed - Market	25
One Bed - Affordable	6
Two Bed - Market	14
Two Bed - Affordable	5
Three Bed - Market	3
Three Bed - Affordable	3
Total	56

II. Local Trends

Census figures¹ report that from 2010 to 2017 Medfield's population increased from 12,024 to 12,610, showing a 4.8% growth rate over the 7-year period. A majority of Medfield's housing stock consists of single family homes, with the most recent Census data (2017) reporting 3,720 units out of a total housing stock of 4,440 units as outlined in Figure 1.

¹ US Census, Factfinder 2013-2017.

Figure 1
Housing Unit Breakdown



This project proposal is consistent with a number of Housing Goals outlined in the Housing Production Plan, including:

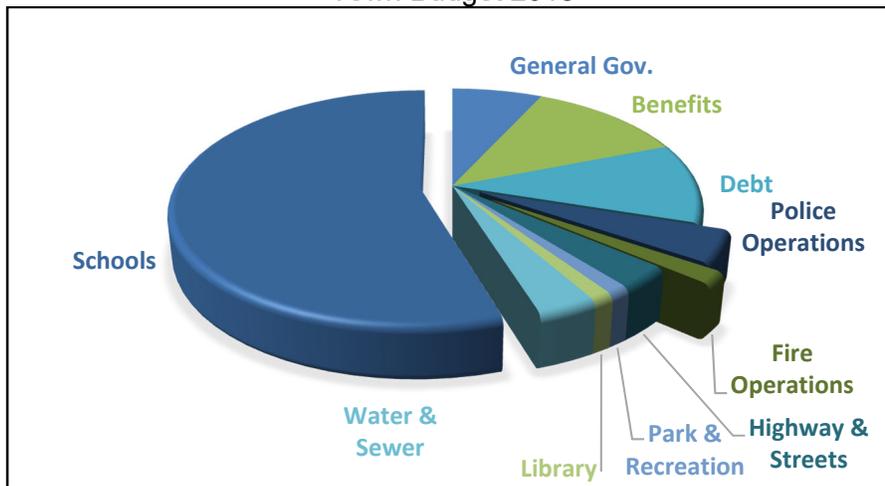
- Medfield's housing stock is relatively homogenous, and there is a need for more diverse housing options in town suitable for households of all ages, sizes, and incomes. Increasing the diversity of housing options in Medfield will enable seniors, younger adults, and people who work in town to establish and maintain long-term residence in the community.
- There is a need for more rental housing for households of varying incomes and sizes. Demand for the existing rental properties in town is high. Conversations with social service providers in the region suggests that there is a need for rental housing for all types of households, including young adult households, single parents, traditional families, seniors, and single individuals. Also, the existing rental units in town are very small - the median number of rooms is only 3.4 – which suggests a need for larger units suitable for families, as well as rental units for seniors and small households.
- Medfield's homes are large, and there are few options for seniors and empty-nesters to downsize and remain in the community. Medfield's relatively small proportion of senior households reflects the fact that many who wish to downsize cannot find housing in town that is suitable or

affordable, resulting in their leaving Medfield for other communities. Smaller single family homes or condominiums and rental housing would allow residents an opportunity to stay in Medfield as they age.

Budget

Education, along with the Public Safety departments, are some of the largest cost centers in the community as outlined in Figure Two and therefore will be the primary focus of this analysis as they relate to the proposed development program.

Figure Two
Town Budget 2018



III. Per Capita Methodology & Marginal Cost Approach

There are a number of methodologies that are used to estimate fiscal impacts of proposed development projects. The Per Capita Multiplier Method is the most often used analysis to determine municipal cost allocation. This method is the classic “average” costing method for projecting the impact of population growth on local spending patterns and is used to establish the costs of existing services for a new development. This method uses the current revenue/cost ratios per person and/or per unit as an indicator for future revenue/cost impacts occasioned by population growth. New capital expenditures required for provision of services to a development are not added to current costs; instead, the present debt service for previous improvements is included to represent ongoing capital projects. The advantage of this approach is its simplicity of implementation and its wide acceptance by both consultants and local officials. The downside of this approach is that the methodology calculates the “average” cost as being the expected cost, which is often

not the case as costs are exaggerated - significantly in some instances. (For example, if one student is added to a school system, limited cost impacts will occur; however based on an “average” cost to educate one student the cost could be noted as \$15,000/year, which includes such costs as existing debt, building maintenance, administrative and other factors, all of which will be minimally impacted by the addition of one student. The “true cost” could be significantly less, especially in those communities with declining enrollment.) Focusing on those departments where measurable impacts may occur refines this approach and its findings.

The Marginal Cost Approach is a more realistic methodology that can be used to estimate and measure developmental impacts based on actual costs that occur in the community. At this time, a “level of service” exists in Medfield to serve the community. This existing service level, for the most part, addresses the needs of the community through existing tax collections. As new development occurs, pressures are placed on some departments to address increased demands, while other departments experience negligible, if any impacts. In reviewing the potentially impacted town departments specifically, a truer picture of anticipated cost impacts can be determined. This analysis will use a combination of these two fiscal approaches.

Given the nature of the contemplated residential development, as will be shown by the analysis below, measurable impacts will be limited to a few Town departments. Any required off-site traffic and roadway improvements are expected to be addressed during the approval process with the Town. Solid waste generated by new buildings will be removed by a private hauler. Water and sewer expenses associated with the new apartment use will be offset through user fees. This report does not intend to infer that no costs will occur as a result of this project. Measurable impacts of the redevelopment are expected to result to a few Town departments, most notably the School Department along with the Police and Fire Departments. Other Town agencies are projected to experience little or no measurable impacts from the new land use.

IV. Local Revenues from Development

1) Revenue

Local property taxes provide the bulk of general fund revenues for the Town, with fiscal year 2019 figures showing that 68.4% will be generated from this revenue source, with the

remaining income being received from state aid, local receipts and other financing sources. The 2019 Residential Tax Rate for the Town is \$17.87.

Table Two outlines the estimated municipal tax revenue that may be generated by the redevelopment, based upon the anticipated assessed value² Based upon these values, the new apartment complex is estimated to generate \$173,589 in annual property tax revenue

Table Two
Estimated Property Tax Revenue

Units	Total Value	Property Taxes
56	\$9,714,000	\$173,589

2) Miscellaneous Yearly Revenues

Another major revenue source for the community is from motor vehicle excise taxes. In fiscal year 2018, the Town received a total of \$2,200,000³ from this revenue source. Table Three outlines the projected excise tax revenue stream for the redevelopment project, which is estimated to be \$31,150 annually

Table Three
Motor Vehicle Excise Taxes

Vehicles ⁴	Avg. Value	Excise Taxes ⁵
70	\$18,000	\$31,150

3) Total Revenues from Redevelopment

The planned development of the apartment complex is expected to generate \$205,089 in annual tax revenue as outlined in Table Four.

Table Four
Estimated Gross Revenues

Property Taxes	\$173,589
Vehicle Excise	\$31,500
Total	\$205,089

Other income sources were reviewed for this analysis but not included in the income figures. The Town receives state aid from a number of sources based upon the Town’s population and school enrollments. The anticipated new residents will create demand for local services, thereby creating a positive impact on the local economy. In addition, one-

² Assessments are based on preliminary Income Approach analysis, using an 8% Cap Rate recommended by the Assessing Department.

³ Town Clerk.

⁴ Estimated 1.25 vehicles per unit.

⁵ 70 vehicles x \$18,000 = \$1,260,000, tax \$25/\$1000.

time building permit fees will be paid to the Town, and the construction economy will be enhanced from this new development project.

V. Department Impacts

As noted above, the Police, Fire and School Departments account for a significant percentage of the Town’s operating expenses. These Departments employ the largest number of personnel and have the most dramatic impact on Medfield’s municipal budget. Given the large budgetary impact these Departments have on the Town, they are closely analyzed in this Report.

Police & Fire

Both the Police and Fire Departments will see a measurable increase in demand for services which can be attributed to the new apartment complex. To gain a firm understanding of the degree of impact this development would have on these departments, call data from over 2,500 40B apartment complexes⁶ were reviewed to collect the emergency call volume generated by the proposed apartment complex. The data was analyzed to arrive at an average emergency call ratio per unit, which was then used to generate projected emergency calls for each department. Extrapolating from the comparable call data, increases in calls are projected for both the Town’s Police and Fire Departments. Table Five and Six outline the findings from this research.

Table Five
Estimated Annual Police Emergency Calls

Units	Police Call Ratio Per Unit	Estimated Calls
56	.402	23

Table Six
Estimated Annual Fire/EMS Emergency Calls

Units	Fire Call Ratio Per Unit	Estimated Calls
56	.071	4

Units	EMS Call Ratio Per Unit	Estimated Calls
56	.112	6

⁶ Complete list of emergency calls located in Appendix.

Police Department

Police Department calls are estimated to increase by 23 calls annually or an average of 2.2 calls per week. To put the call volume into perspective, the Department received approximately 9,000 total calls for service in 2017 (173 per week).

To gain an understanding of potential impact the Consultant met⁷ with Interim Police Chief John Wilhelmi and reviewed the proposed project. The Chief does not believe the proposed project will impact his Department and staffing levels are adequate to handle the anticipated increased call volume. The Chief believed having quality management for the project was important, noting The Parc was well managed and registered few police calls. To assign some expense to the proposed project, a cost per call was derived from reviewing total annual police calls and the Department's budget. As outlined in Table Seven, a cost of \$6,854 will be carried in this analysis.

$$\begin{array}{l} \text{Table Seven} \\ \text{Estimated Police Cost} \\ \underline{\$2,680,538/6,000 = \$298 \text{ a Call}} \\ 23 \text{ calls @ } \$298 = \$6,854 \end{array}$$

Fire Department

The Department responded to 1,150 total calls in 2017, of which 600 were EMS related. The Consultant discussed the proposed project with Fire Chief William Carrico. The Department has adequate staffing levels and equipment to address new calls to the proposed development. The proposed project will not require increased staffing levels or burden the Department with additional costs. The Chief agreed with the comments from the Police Chief that having quality management is important. Although no cost impacts are anticipated to the Department, as will the Police Department, a cost per call was calculated to cover potential expense as detailed in Table Eight.

$$\begin{array}{l} \text{Table Eight} \\ \text{Estimated Fire Cost} \\ \underline{\$1,032,652/1,150 = \$898 \text{ a Call}} \\ 10 \text{ calls @ } \$898 = \$8,980 \end{array}$$

⁷ Joint meeting was held with both the Police and Fire Chiefs.

In addition, it should be noted that ambulance calls generate an average of \$333 per call⁸, which translates into a \$1,998 in estimated annual income to the community.

Other Departments

Given the minimal impacts associated with the proposed apartment community, few financial impacts are expected on other Town Departments. All on site trash and snow removal will continue to be privately maintained. Public water and sewer will serve the site and calls costs will be addressed through user fees. No new public roads are proposed in association with the development and any required public roadway improvements will be addressed in the course of review. To assign some costs to miscellaneous expenses that may incur to the Town, we have allocated a general government impact of \$10,000 for this development.

School Department

The School Department's budget is the largest in the Town, with a fiscal year 2019 budget of \$33,035,766 representing 46.9% of the total Town budget.

To allocate expected costs associated with the proposed apartment complex, the number of children that may live in the multi-family community must be calculated. As outlined in Table 1 above, the proposed apartment community is expected to be comprised of 31 one bedroom units, 19 two bedroom units and 6 three bedroom units. To estimate the potential generation of school aged children (SAC), data from 1,153 comparable 40B apartments were reviewed. The proposed development will have a high percentage of one bedroom units, 55%. One bedroom units rarely generate school age children. Reviewing the number on two and three bedroom units provides a clearly understanding on the potential number of new school children that may reside within the development. As outlined in Table Nine, a per unit SAC ratio of .492 has been calculated from the 1,153 comparable apartment complexes, resulting in an estimated 12 school age children. As a comparison, the Parc apartment complex has a SAC ratio of .515 which is understandable given the project has only 26% one bedroom units and is 100% affordable. In addition, 75% of the units will be market rate and generate fewer children than affordable units.

⁸ Estimated 2017 ambulance income from the Fire Department was \$200,000 on 600 EMS calls.

Table Nine
Estimated School Age Children

Complex	Total Units	# Two/Three Bedrooms Units	Total SAC	SAC per 2/3 Unit Apt.
Concord Mews	350	176	85	0.483
Newton (Three Complexes)	678	467	239	0.512
Lincoln Woods	125	85	34	0.400
Totals	1,153	728	358	0.492
Peter Kristoff Way	56	25		
		Est. School Age Children	12	
The Parc (100% Affordable)	92	68	35	0.515

Schools

Table 10 illustrates a nine-year enrollment trend for the schools along with total school enrollment. The most up to date enrollment projection estimates⁹ from the School Department indicate an increasing enrollment trend concentrated in the elementary grade level. This increase can be seen starting in the 2016 school year.

Table 10
School Enrollments

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Elementary	1,280	1,241	1,190	1,132	1,131	1,117	1,136	1,179	1,203
Middle School	722	721	695	660	631	620	626	622	598
High School	937	898	903	882	876	867	842	828	799
Total Enrollment	2,939	2,860	2,788	2,674	2,638	2,604	2,604	2,629	2,600

In order to detailed information on the school system and current enrollment growth trends, a meeting was held with Superintendent Dr. Jeffrey Marsden.

The consultant outlined the estimated school children impact along with the recent enrollment trends. The Superintendent felt the estimate was reasonable and recognized that the proposed apartment complex will contain a high percentage of one bedroom units. He also noted that he was surprised at the low number of school age children presently

⁹ NESDEC.

residing at The Parc. Enrollment growth at the elementary school has been increasing and planning is underway for a new 900 +/- school scheduled to open in September 2023.

The Superintendent stated that the school system will be able to accommodate these new students. Although the hiring of new staff is unlikely, some schools costs should be accounted for. The Superintendent suggested a cost of \$70,000 be carried, with half the funds allocated to a teacher/aid and half to account for potential special education costs.

SUMMARY

As outlined in Table 11, this fiscal impact analysis indicates that there will be a net positive annualized impact related to construction of the proposed development.

Table 11
Fiscal Summary

Gross Projected Revenues	\$205,089
Estimated Municipal Costs	
Police	-\$6,854
Fire	-\$8,980
Schools	-\$70,000
Other General Fund Impacts	-\$10,000
Total Costs	-\$95,834
Net Positive Fiscal Impact	+\$109,255

Key findings supporting this development include:

- ✚ The planned redevelopment will generate approximately \$205,089 in gross taxes per year. Taking into consideration estimated municipal costs, the redevelopment will yield \$109,255 in positive net tax revenue;
- ✚ All on-site property maintenance and trash collection will remain private, no new public roads are proposed.
- ✚ Calls to the Police Department are projected to increase by 23, compared with an annual Town wide call volume of 9,000.
- ✚ The Fire Department is expected to receive approximately 10 calls a year from the proposed project, adding to the 1,150 calls a year that are presently received by the Department. In addition, an estimated \$1,998 of ambulance revenue may be realized.
- ✚ It is estimated that 12 school age children will reside in the apartment community;
- ✚ Both short-term and long-term positive economic benefits are anticipated to occur, with construction related jobs being created and local business activity enhanced by the new residential community.

- ✚ Additional community benefits will be realized through proactive planning to make progress in the goals of the Town's Housing Production Plan, thereby enabling the community to take greater control over future development.
- ✚ The Building Permit Fee of approximately \$71,000 will be paid for the residential project.

Appendix

Apartment Calls 40B Complexes

Police Department Calls

Project	Town	Units	Police Calls Three Years	Avg. Call Per Year	Avg. Call Per Unit	Projected Yearly Calls
The Lodge	Foxborough	250	222	74	0.296	
Union Place	Franklin	297	220	73	0.247	
Fairfield Green	Mansfield	200	437	146	0.728	
Pembroke Woods	Pembroke	240	277	92	0.385	
Blue Hills	Randolph	274	444	148	0.540	
Avalon Newton Highlands	Newton	294	459	153	0.520	
Avalon Chestnut Hill	Newton	204	201	67	0.328	
Arborpoint Woodland	Newton	180	65	22	0.120	
Cloverleaf	Natick	183		82	0.448	
The Gables	Westwood	350	464	155	0.442	
Hastings Village	Wellesley	52		3	0.058	
Totals		2,524	2,789	1,015	0.402	
Proposed Apartments		56				23

Fire Department

Project	Town	Units	Fire Calls Three Years	Avg. Call Per Year	Avg. Call Per Unit	Projected Yearly Calls
The Lodge	Foxborough	250	79	26	0.105	
Union Place	Franklin	297	56	19	0.063	
Fairfield Green	Mansfield	200	128	43	0.213	
Pembroke Woods	Pembroke	240	26	9	0.036	
Blue Hills	Randolph	274	29	10	0.035	
Avalon Newton Highlands	Newton	294	104	26	0.088	
Avalon Chestnut Hill	Newton	204	43	11	0.053	
Arborpoint Woodland	Newton	180	46	12	0.064	
Cloverleaf	Natick	183		7	0.038	
The Gables	Westwood	350		17	0.049	
Hastings Village	Wellesley	52		2	0.031	
Totals		2,524	511	180	0.071	
Proposed Apartments		56				4

Project	Town	Units	Amb. Calls Three Years	Avg. Call Per Year	Avg. Call Per Unit	Projected Yearly Calls
The Lodge	Foxborough	250	72	24	0.096	
Union Place	Franklin	297	132	44	0.148	
Fairfield Green	Mansfield	200	74	25	0.123	
Pembroke Woods	Pembroke	240	211	70	0.293	
Blue Hills	Randolph	274	83	28	0.101	
Avalon Newton Highlands	Newton	294	103	26	0.088	
Avalon Chestnut Hill	Newton	204	36	9	0.044	
Arborpoint Woodland	Newton	180	26	7	0.036	
Cloverleaf	Natick	183		24	0.131	
The Gables	Westwood	350		26	0.074	
Hastings Village	Wellesley	52		2	0.038	
Totals		2,524	737	284	0.112	
Proposed Apartments		56				6

FOUGERE PLANNING & DEVELOPMENT, Inc.
Mark J. Fougere, AICP
Phone: 603-315-1288 Email: Fougereplanning@comcast.net

Medfield Housing Market Review

Mayrock Development, LLC is proposing a 56 unit apartment community, with 25% of the units set aside as affordable under the 40B housing development initiative. A majority of the units (55%) will be one bedroom units, with 25 units consisting of two and three bedrooms. This housing market review will explore the local housing market to understand competing developments and gauge the support in the market place for this type of housing development.

National and Regional Trends

At this time the local and national economies are strong, with positive short term trends being seen. The Boston Federal Reserve recently reported “Throughout 2018, New England and the United States continued to see improvements in economic conditions. Through November 2018, employment increased and unemployment rates fell relative to one year prior. Wages increased in all six New England states, although the average pace of gains eased compared with late 2017. Through the third quarter of 2018, home prices continued to climb both regionally and nationally compared to the same period in 2017. In addition, incomes in New England and the United States continued to grow through the first three quarters of 2018. Wage and salary disbursements, the largest component of income, were up year-over-year by 4.2 percent nationally and 2.6 percent regionally in Q3 2018. All six New England states experienced year-over-year gains in wages and salaries, though the rate of growth ranged between 0.3 percent in Connecticut to 3.8 percent in Massachusetts.” Although concerns of a potential recession have been expressed recently, Massachusetts economic fundamentals remain relative strong. The Federal Reserve has forecasted stable GDP growth over the next three years, with steady unemployment and inflation trends seen.

Local Trends

Few multi-family market rate rental options exist in the community, with many of the units that are available either dated or have income eligibility restrictions placed on them, excluding those individuals with higher incomes from renting these units. The major apartment complexes in the community include Tilden Village, Wilkens Glen and Parc which total some 255 units, equating to 46.5% of the total rental market¹ in the community. At this time, there are no new market rate apartment units in the Medfield market. Only a few new apartment projects will be coming on line in the near future, with two rental projects (eight unit and sixteen unit) presently under construction (both 40B), while a 24 unit rental 40B project is presently seeking approval from the ZBA. There are presently no vacancies at the Parc complex indicating a strong demand for affordable units. In the region there is a shortage of apartment units for both families and older age population segments.

A significant percentage of residential units in Medfield are single family homes, Table One. In addition, only 13% of total units are available for rent, many of which have income restrictions.

Table One

Single Family	3,720
Two Family	190
1-unit attached	64
Duplex	73
3 - 4 Units	121
5 - 9 Units	21
10 - 19 Units	139
20 or More Units	133

Medfield's Housing Production Plan notes the communities Housing Priority Needs as follows:

Medfield's housing stock is relatively homogenous, and there is a need for more diverse housing options in town suitable for households of all ages, sizes, and incomes. Increasing the diversity of housing options in Medfield will enable seniors, younger adults, and people who work in town to establish and maintain long-term residence in the community.

*There is a need for more rental housing for households of varying incomes and sizes. **Demand for the existing rental properties in town is high.** Conversations with social service providers in the region suggests that there is a need for rental housing for all types of households, including young adult households, single parents, traditional families, seniors, and single individuals. Also, the existing rental units in town are very small - the median number of rooms is only 3.4 – which suggests a need for larger units suitable for families, as well as rental units for seniors and small households.*

¹ American Factfinder, 2013-2017 555 total rental units.

Medfield's homes are large, and there are few options for seniors and empty-nesters to downsize and remain in the community. Medfield's relatively small proportion of senior households reflects the fact that many who wish to downsize cannot find housing in town that is suitable or affordable, resulting in their leaving Medfield for other communities. Smaller single family homes or condominiums and rental housing would allow residents an opportunity to stay in Medfield as they age.

Single family homes in Medfield are very expensive. There is a need for more modest homes, including affordable homeownership opportunities for younger adults, people who work in town, care providers, and lower income households.

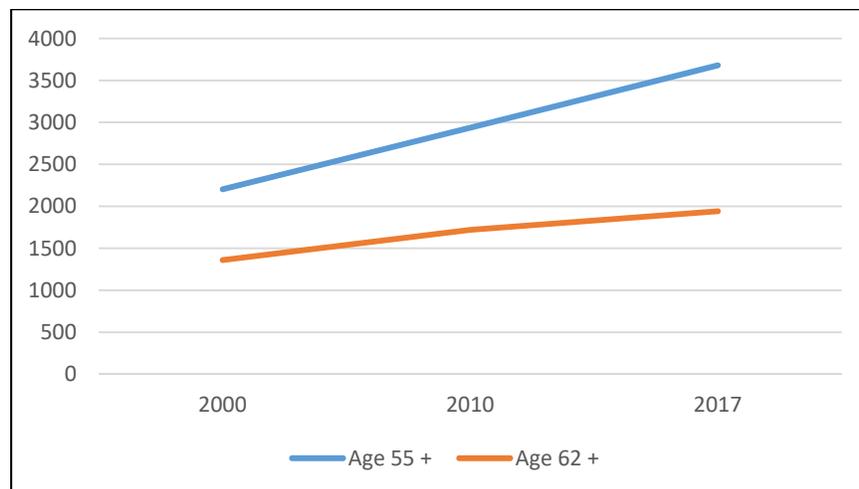
Since 2000 Medfield's population has increased by 2.75% and 4.87% since 2010 as outlined in Table Two. In addition, Norfolk County's population has increased by 7.54% since 2000 and 4.39% since 2010.

Table Two

	2000	2010	2017	% Change 2000 - 2017	% Change 2010 - 2017
Medfield	12,273	12,024	12,610	2.75%	4.87%
Norfolk County	651,227	670,850	700,322	7.54%	4.39%

Those over the age of 55 have increased dramatically in Medfield since 2000, along with those 62 years or older, Figure One. Since 2000, the 55+ age bracket has increased from 2,203 to 3,679, a 66.9% increase. From 2010 to 2017 this age bracket has increased 25.2%. For those 62 years or older, since 2000 a 42.7% increase has been seen, with a 12.8% rise since 2010. This aging demographic creates a strong local market for those individuals who would like to downsize their living arrangement and stay in the community. A significant percentage of the proposed units will be one bedroom (55%), which will be attractive to this older age demographic group.

Figure One



Conclusion

The overall economy of the region is strong and although some degree of economic slowdown can be expected, Medfield will remain a strong attraction given its excellent school system and rural character. Both State and School Department data show a continued increase in elementary school enrollments, demonstrating a growing younger age bracket being attracted to the community. The lack of new and modern apartment units in Medfield is significant. Although apartment units are available in the community, many have income restrictions associated with them, limiting access to those with higher incomes. The aging demographic of the community will provide a strong market demand for those individuals who would like to remain in Medfield. A majority of the units will be one bedroom which is attractive to this older demographic. Providing housing options for younger demographics is also vital, allowing those who grew up in Medfield an affordable local housing option, as well as new families drawn to the community. The proposed project will represent 9.2% of the total rental market in the community². Given the region's growth and growing aging population, these new units will create a reasonable increase into the local market place. This is especially true given that a majority of the existing rental stock is aged.

² Existing rental units, in addition to those either under construction or in approval process.

**Medfield Plastic Reduction Initiative
Selectmen's meeting
2/19/19**

- A. Canvassing merchants with flyer/script.
 - a. We are finished canvassing the entire town.
We have distributed flyers to all merchants who give out plastic bags at point of sale, including doctor offices and restaurants. Flyer included in this packet.

- B. Bylaw is ready and published in the warrant.
 - a. Included in this packet.
 - b. Any questions?

- C. Town organizations and committees like Energy Committee, Sr. Center, Garden Club, etc.
 - a. We will be contacting these groups in March to let them know our plans.

- D. Public Awareness –
 - a. Printing of new reusable bags for local distribution. Looking for sponsor to help with cost. These bags will be distributed to students, Food Pantry, Senior Center, given out at our Forums and at our Shaw's table (see below)
 - b. Forums – Sunday, March 3/24 at 3:30pm and Monday 4/1 at 7:30pm
 - c. Student-run table at Shaw's with alternatives to plastics:
 - i. Shaw's have given the OK for this student run event. They will have a table with our bags to distribute, ideas for switching our household habits away from these bags, other sustainable products and our updated brochure. April Saturday date TBD
 - d. Showing of "Plastic Ocean":
 - i. March 7th at Medfield Library, co-sponsored by Medfield Savvy Women.
 - e. Awareness day in Middle and High School
 - i. Middle School: Working with Nat Vaughn. Hoping to be able to come in to talk to students in conjunction with Earth Day.
 - ii. High School. Working with Government teacher and Env. Science teacher to organize a short presentation in their classes.

- E. May we ask that you Co-sponsor this TM article along with the MTSARC?
 - a. Thank you for your thoughtful support this year.

- F. What is our next step involving the Article as we move toward Town Meeting

Respectfully submitted,

Andy Costello

Co-chair Medfield Plastic Reduction Initiative

Member MTSARC



MEDFIELD PLASTIC REDUCTION INITIATIVE

Supported by the Medfield Transfer Station and Recycling Committee



WINTER 2019 UPDATE FOR MERCHANTS & BUSINESSES

Committee members are stopping by all business establishments this month to update you on our process and progress toward the elimination of plastic bags at check-out in Medfield.

Since June 2018 when we first floated this idea, we have received overwhelming support from Medfield residents for a Plastic Bag Reduction bylaw. We had a booth at Medfield Day, held a movie night where we showed the documentary "Bag-It", presented at two Selectmen meetings, attended a MEMO executive committee meeting and held two public forums. *Based on this feedback, we are bringing a bylaw before town residents at the April Town Meeting to ban all plastic bags from point of sale.* If this passes, the effective date will be approximately Nov. 1, 2019.

This bylaw does not ban dry cleaner bags, newspaper bags or produce bags within a grocery store. It does cover plastic bags provided at the end of a transaction, and does include take out bags in restaurants.

Our actions for the winter include:

- ◆ Hosting a public forum to discuss the bylaw, along with a presentation of tips to help businesses and consumers switch to reusable bags. Keep your eye on the local media for date and time. We would appreciate your feedback and your questions.
- ◆ Presenting at a MEMO meeting for businesses to discuss the bylaw—TBA.
- ◆ Note: If you provide us with your email address, we will keep you informed of all events up to and beyond Town Meeting.

We Welcome Your Support!

Many Medfield businesses support the by-law, including Brothers, Shaw's, CVS, Cutlets, BeCharmed, Butterfly Tree, Capsule and Park St. Books. Can we count on you to join them? Please consider adding your company's name to our list of supporters at our website: <http://medfieldplasticreduction.org/>

You can also show your support of the initiative in the following ways:

- ◆ Encourage your customers to use **reusable bags and containers** (success here means lower costs for you and less storage space taken up with bags).
- ◆ At check out, ask customers if they need a bag. Rather than automatically giving bags out, this easy step will remind customers to bring their own bags, and ultimately save you money.
- ◆ Transition to compliant bags ahead of the by-law adoption. *We will post the full proposed bylaw on our website. We are developing a list of reusable bag vendors which we will also post.*

Looking Ahead:

We wanted to reach out to you now so that this change is as trouble-free for you as possible. Here are tips we have learned from other towns that have already implemented this change. At last count, 89 towns and cities in MA have adopted similar by-laws.

- ◆ If you already sell or provide reusable bags, ensure they comply with the bag bylaw. If you don't sell them, consider doing so (again, make sure they're compliant). *We are developing a list of reusable bag vendors which we will post on our website.*
- ◆ Manage your inventory of non-compliant bags so that you have none left when the bylaw goes into effect (this will save you money and you can switch over early if need be). Anticipated date of Bylaw enactment is Nov.1, 2019.

Please reach out via email to our co-chairs if you have any questions. Or, plan to join us at one of our community events where the bylaw will be discussed. Watch the Patch and local newspapers for more details. If you would like to get emails directly, please send an email to Andy Costello at acostello84@comcast.net and we will put you on our merchant email list.

Andy Costello
Medfield Plastic Reduction Initiative
508-359-7815
acostello84@comcast.net
<http://medfieldplasticreduction.org/>

Article ____ To see if the Town will vote to amend the Code of the Town of Medfield to add a new Chapter 195 Plastic Checkout Bag Prohibition, as follows:

Chapter 195 Plastic Checkout Bag Prohibition.

Section 195-1 Purpose and Intent.

Plastic bag ordinances have proven to be effective in reducing plastic bag consumption and litter and are part of a growing global movement towards sustainability. As of January 1, 2019, 88 cities and towns in the Commonwealth of Massachusetts have enacted bylaws to reduce plastic bag usage.

The **purpose** of this bylaw is to eliminate the usage of thin-film, single-use plastic bags at checkout by all merchants in the Town of Medfield, on and after the effective date specified herein.

The Town is committed to protecting the environment and the public health, safety and welfare of its citizens. This will help reduce the common use of plastic checkout bags and encourage the use of reusable bags by consumers, thereby reducing local land and aquatic pollution, advancing solid waste reduction, maintaining Medfield's exterior beauty and improving the quality of life for the citizens of the Town.

Section 195-2 Definitions.

Checkout bags: A carryout bag provided by a store to a customer at the point of sale or other point of departure for the purpose of transporting food or merchandise from the establishment. Checkout bags shall not include bags, whether plastic or not, in which loose produce or products are placed by the consumer to deliver such items to the point of sale or checkout area of the stores.

Recyclable paper bag: A paper bag that is:

1. 100 percent recyclable, including the handles
2. contains at least 40% post-consumer recycled paper content; and
3. displays the words "recyclable" and "made from 40% post-consumer recycled content" (or other applicable amount) in a visible manner on the outside of the bag.

Retail establishment: Any retail operation located in the Town which sells goods, food or provides personal services to the public, including restaurants.

Reusable checkout bag: A sewn bag with stitched handles that is:

1. specifically designed and manufactured for multiple reuse;
2. can carry 25 lbs. over a distance of 300 feet; and
3. is made of cloth or other machine washable fabric provided, that it may not be constructed of polyethylene or polyvinyl chloride.

Section 195-3 Requirements for Checkout Bags and Exceptions.

If any retail establishment, as defined in Section 195-2, provides checkout bags to customers, the bag must be either a **recyclable paper bag** or a **reusable checkout bag**, as defined in Section 195-2.

Customers are encouraged to bring their own reusable or biodegradable shopping bags to stores. Retail or grocery stores are strongly encouraged to make reusable checkout bags available for sale to customers at a reasonable price.

Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, fresh produce, bulk foods, wet items and other similar merchandise, typically without handle, are still permissible under this bylaw.

Section 195-4 Violations and Enforcement.

Any retail establishment violating the requirement(s) contained in Section 195-3 of this bylaw shall be subject to a fine as follows:

First Offense:	Warning
Second Offense:	\$ 50.00
Third and Subsequent Offenses:	\$100.00

Each day that a violation continues shall be treated as a separate offense.

This bylaw may be enforced by the Medfield Police Department, the Building Commissioner and Building Inspectors and the Board of Health Agent(s).

Section 195-5 Effective Date.

This bylaw shall take effect on and after November 1, 2019.

and to authorize the Town Clerk to renumber, re-letter, and/or to take any other action necessary to reformat this new bylaw to fit within the established format of the Code of the Town of Medfield, or do act anything in relation thereto.

Medfield Historical Commission
Town House
Medfield Massachusetts

To: Selectmen
Town Administrator
Building Commissioner
From: Medfield Historical Commission
Date: January 22, 2019
Subject: Warrant for Town Meeting 2019

Attached for your consideration is a proposed warrant to be included for Town Meeting as submitted by the Medfield Historical Commission.

This article clarifies both the process and the standards for the demolition review as articulated in the Town's Demolition Delay Bylaw. Adopted 25 years ago, the Town's Demolition Delay Bylaw relied on a definition since removed by revision of the State Building Code. This article would provide a town-based definition in keeping with the original spirit of the Bylaw and would provide clarity on what is not included within the scope of the review.

The bylaw as currently written has the following section under "Definitions":

Demolition Permit: The permit issued by the Commissioner as required by the State Building Code for the demolition, partial demolition, or removal of a building or structure.

The Building Commissioner has pointed out to us that in fact the current edition of the State Building Code does not have a definition for either 'demotion' or 'partial demolition.' We propose these changes to the Town's bylaws so that it no longer refers to definitions which no longer exist; in addition it will provide information to both property owners and prospective developers.

We have developed these modifications after researching the bylaws in a number of other Massachusetts' towns. We have borrowed those parts which seem to provide as much clarity as possible.

Proposed Warrant for Town Meeting, 2019

Article [___]. To see if the Town will vote to amend the Code of the Town of Medfield, Bylaws, Chapter 150 Historical Preservation, Article II Demolition Delay, Section 150-13 "Definitions" by striking the existing definition of "Demolition Permit" and replacing it with the following two definitions:

DEMOLITION PERMIT

Any permit issued by the Commissioner for work which includes demolition and/or reconstruction, in whole or in part, of a building or structure.

~~Any permit issued by the Commissioner to renovate or demolish, in whole or in part, the exterior of a building or structure, including any permit for Demolition activities as defined in this Bylaw.~~

DEMOLITION

The act of pulling down, destroying, removing or razing all or any significant portion of a regulated building or structure as defined in Section 150-14 of this Bylaw.

Demolition shall not include modifications to the interior of the building or structure having no effect on the exterior.

Demolition shall not include work that could be considered repair, including the replacement of exterior siding, windows, doors, chimneys, awnings, gutters, downspouts, light fixtures, etc.

(Medfield Historical Commission)

[NOTE: The underlined portions are edits recommended by Town Attorney Mark Cerel. The strikethrough portions are in the original as proposed by the Historical Commission]

Richard E. Hooker
19 High Street
Medfield, MA 02052
rhooker@pileandcompany.com

December 27, 2018

Board of Selectmen
Town of Medfield
459 Main Street
Medfield, MA 02052

Gentlemen:

It has recently come to my attention that there is an opening on the Medfield Conservation Commission and I am writing to express my interest in serving as a member.

I am a 25-year resident of Medfield and am committed to doing my part to contribute to the town's success and vitality. For the past 10 years I have served on the Board of the Vine Lake Preservation Trust, helping to guide planning and policy, but just as importantly, working in the cemetery to repair and reset gravestones. I also serve on the Peak House Task Force, a relatively new group that is working to make necessary repairs to the building, while also reimagining the visitor experience at this unique historic site. I would welcome the opportunity to increase my civic engagement by serving on the Conservation Commission.

By way of background, I grew up in Westwood (Westwood High, Class of '74) and attended Babson College where I received BS and MBA degrees. After graduation, I went into the advertising business, working at an agency for 11 years and then co-founding Pile and Company in 1987. I managed that business for 31 years as President, CEO and then Chairman. I sold the company in July and am now retired.

My wife Diane and I built our house in Medfield in 1994 and raised our son Jason and daughter Katie there.

I do not claim to be an expert in land conservation, but if appointed to serve on the ConCom I would invest the time necessary to learn, both through self-study and by attending Massachusetts Association of Conservation Commissions (MACC) educational programs. With all matters brought before the commission I would work hard to understand the issue at hand by listening carefully to all views and visiting the sites in question. In my voting I would always be fair and unbiased, relying on the law, the opinions of experts, the interests of the town, and common sense.

Thank you for your consideration.

Sincerely,

Richard E. Hooker

George H. Darrell, Jr.

25 Curve Street, Medfield, MA 02052 | (508) 359-7646 (508) 333-3363 | fishfella@comcast.net

January 21, 2019

Medfield Board of Selectmen
Town of Medfield, MA
459 Main Street
Medfield, MA 02052

Dear Medfield Board of Selectmen:

I would like to be considered for the position of Commissioner on the Medfield Conservation Commission. I have been an associate member of this commission for six years, and have recently become aware of a vacancy.

My value to the Commission is as an invasive plant specialist. I spent the two years prior to joining the commission studying invasive species, plants in particular, under Dr. Randy Westbrook at Southeastern Community College in Whiteville, North Carolina. I have also taken workshops in invasive plant management (IPM) at U-Mass, and worked with the National Park Service removing destructive plants from the Boston Harbor Islands. In Medfield we have several species of plants harmful to the environment. Although perhaps not the most difficult to control, Oriental Bittersweet is definitely the most visible. You have but to glance to the left as you drive past Vine Lake Cemetery on your way to Millis to see the destruction it can cause. As well as harming the environment, it is easy to see how this plant harms the scenic beauty of Medfield. I am happy to elaborate on other not so obvious, and perhaps more difficult to manage plants at any time.

I would like to be considered for full membership on the Commission. During the 6-year period of my time as associate commissioner I have faithfully attended the bi-monthly meetings, and have become well acquainted with Rules of Order, hearings, administration, and other procedures of the Commission. I have participated in site visits, and attended annual MACC meetings, and other offsite meetings, to increase my knowledge of the administration and importance of wetlands protection.

Thank you for your time.

Sincerely,

George Darrell

CYNTHIA L. GREENE

44 Pleasant St. • Medfield, MA 02052 • c: 508-277-1418 • e: Medfielder@msn.com

PROFESSIONAL EXPERIENCE - U.S. Environmental Protection Agency, Boston, MA

Manager, Energy and Resilience Unit, Office of Ecosystem Protection (2008-present)

- Supervise staff working with State and local governments, utilities, businesses and non-government organizations (NGOs) on energy reduction programs to reduce air pollution.
- Determine resource needs, and develop annual work plans to meet commitments.
- Provide analysis and policy advice on climate change impacts and adaptation planning working with other Federal agencies and regional organizations.

Senior Advisor, Office of Assistance and Pollution Prevention (2000-2008)

- Managed assistance and sustainability programs and developed and oversaw implementation of data driven pollution prevention strategies for water, solid waste, products and energy.
- Developed and tracked \$3 M in operational budgets, supervise contractors, grantees and interns.
- Lead 50 person team to reduce the environmental impacts of our building and operations and assisted in greening of the 2004 Democratic National Convention.

National Brownfields (BF) Conference Boston Coordinator (2006)

- Coordinated BF staff from 10 Regional offices, six New England state offices, and conference contractors, grantees and local planning groups.
- Provided technical advice to Boston Convention Center to reduce the conference's environmental impact. All green innovations have become standard conference practice.
- Marketed the conference to over 300 outlets resulting in record 6,000 registrants, and 230 endorsers, a 59% increase over the previous year.

Pollution Prevention Leader (1995-2000)

- Led the solid waste, global climate change and energy teams. Managed 5-10 recycling grants per year with state and nonprofits. Co-led national green building workgroup.

Solid Waste Staff (1990-1995)

- Administered \$1.4 M solid waste budget for grants and contracts and led formulation of national recycling market development strategy.

Ground Level Ozone Expert, State Coordinator for MA Air Programs (1980-1990)

- Regional lead for Clean Air Act Amendments, developed national policies to control ozone and carbon monoxide, wrote Federal registers and public testimony on State Implementation Plans, managed State air grants and audited state air programs. Technical advisor on GM litigation team resulting in Supreme Court decision against GM.

EDUCATION

Smith College, Northampton, MA Bachelor's Degree Biological Sciences 1979

COMMUNITY INVOLVEMENT

Medfield Committees: Energy Committee 2008-present; By-Law 2013-15, Planning Board subcommittee on two family zoning 2014-16; Recycling Committee Chair 1991-95; League of Women Voters 2003-6; Special Education Parent Advisory Council 1994-2005.

Aspergers and Autism of New England Conference Committee 2008-present; Strategic Planning 2016-present.

OTHER QUALIFICATIONS

MS Word, PowerPoint, Excel, Incident Command Systems, Health and Safety, Appreciative Inquiry, and Leadership, Applied Behavior Analysis. Organizational management, public speaking, creative resource management and problem solving skills.

Matthew R. Triest

69 South St / Medfield, MA 02052
matttriest@gmail.com / Cell: 508-642-6164

SUMMARY

Dynamic and highly motivated entrepreneur with a passion for marketing, retail management & sales. Created three successful companies - two retail stores and a clothing & jewelry company. Excellent leadership and management skills.

EDUCATION

Curry College, Milton, MA
Bachelor of Arts Degree in Business Management
Graduated Magna Cum Laude in 2017
Major: Business Management
Concentration: Marketing
Minor: Applied Computing

EXPERIENCE

Be Charmed, Medfield, MA

Founder/Owner

April 2017 - Present

Be Charmed is a retail gift and home decor boutique. I manage all aspects of the business including buying, vendor management and day-to-day operations.

Kids Creative Corner, Mashpee, MA

Founder/Owner

May 2011 - Present

Kids Creative Corner is a seasonal toy and craft shop.

- Manage nearly every aspect of store operations
- Train and supervise staff
- Analyze daily sales reports
- Maintain social media outlets including Facebook, Twitter, and Instagram
- Attend trade shows and place product orders
- Negotiate lease terms

On the Cape®

Co-Founder/CEO

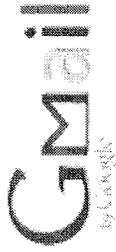
April 2012 - Sept 2018

On the Cape was a Cape Cod themed apparel and jewelry line sold in retail stores.

- Managed and updated social media outlets
 - Created and maintained online store
 - Communicated with sales representatives
 - Developed and managed relationships with suppliers
 - Processed and fulfilled online and wholesale orders
 - Co-Developed our brand identity including logos and marketing materials
-

HONORS/ VOLUNTEER WORK

Deans List, Management Project: Best Practices in Leadership, PBA Community Clean Up



Evelyn Clarke <eclarke@medfield.net>

MHS Theatre Society A-frames

2 messages

Kathryn Predella <KAPredella2019@email.medfield.net>
To: Evelyn Clarke <eclarke@medfield.net>

Mon, Feb 4, 2019 at 1:58 PM

Dear Ms. Clarke,

It's that time of year again; the Medfield High School Theater Society's spring show is coming up! This year we are putting on the musical, "Big Fish." We're excited for the upcoming show, and we would love for you to help us get the word out!

Around 2 weeks before the show, we would like to place A-frames around the town to advertise it. This would occur on the week of March 3rd and end on March 17th. If you would be willing, we would love to use the corner of Main St and North St, the library gazebo area, the corner of Main St and Hartford St near Lovells, and the corner of South St and Route 27 as locations for our A-frames.

Please let us know if you're willing to help!

Thank you,

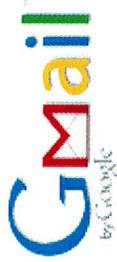
Katie Predella and Anna Compson of the MHS Theatre Society

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Evelyn Clarke <eclarke@medfield.net>
Draft To: Kathryn Predella <KAPredella2019@email.medfield.net>

Tue, Feb 5, 2019 at 9:03 AM

[Quoted text hidden]



Evelyn Clarke <eclarke@medfield.net>

Request regarding Winter Carnival

1 message

Nesse McCabe <nesse624@gmail.com>

To: "eclarke@medfield.net" <eclarke@medfield.net>

Wed, Feb 13, 2019 at 2:56 PM

Good afternoon Evelyn,

I hope this email finds you well. On behalf of the Medfield Winter Carnival Planning Team, I am writing to request permission to display two sandwich board signs to publicize the Medfield Winter Carnival. We would like to place the signs at the corners of North Street and Main Street (on the Juice on Main side), and the corners of South Street and Route 27. If possible, we would like to display them from Monday, February 25 until the event on Saturday, March 9.

This year's Medfield Winter Carnival will take place on Saturday, March 9, 2019 from 10 a.m. – 3 p.m. at Memorial School. If you need any other information, please do not hesitate to contact me at this email address or at 508-942-8345.

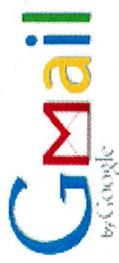
Thank you so very much for your consideration and assistance with this request. I look forward to hearing from you soon.

Best regards,

Nesse McCabe

Winter Carnival Co-Chair

Sent from [Mail](#) for Windows 10



Evelyn Clarke <eclarke@medfield.net>

Signs for Public Forums

1 message

Megan Sullivan <mbsul@comcast.net>

Reply-To: Megan Sullivan <mbsul@comcast.net>

To: Evelyn Clarke <eclarke@medfield.net>

Cc: ANDREA COSTELLO <acostello84@comcast.net>

Wed, Feb 13, 2019 at 7:08 PM

Hi Evelyn-

The Medfield Plastic Reduction Initiative is requesting permission to put up sandwich boards to promote the upcoming forums on the Plastic Reduction Bylaw.

The forums are March 24 and April 1. We would like to have the boards up from March 18 - April 1.

Please let me know if you need anything else from me and if the Selectmen approve.

Thank you.

Megan

Megan B. Sullivan
508-359-8274

High School Girls Varsity Basketball Team requests permission to hold a car wash behind Town Hall Saturday September 21, 2019 9 AM to 1PM

INFORMATIONAL



NORFOLK COUNTY AGRICULTURAL HIGH SCHOOL

The County of Presidents

400 MAIN STREET, WALPOLE, MA 02081

Telephone: (508) 668-0268

Fax: (508) 668-0612

Web Site: www.norfolkaggie.org

TRUSTEES

EDWIN S. LITTLE, Sharon, Chairman Ext. 10599
MICHAEL McFARLAND, Quincy, Vice Chairman
PETER H. COLLINS, Milton
FRANCIS W. O'BRIEN, Dedham
JOSEPH P. SHEA, Quincy
MATTHEW J. SHEEHAN, Dedham
ELIZABETH SMITH, Franklin

TAMMY T. QUINN, Ed. D, Superintendent-Director, Ext. 11207
RICHARD D. FITZPATRICK, Business Manager, Ext. 11211
MICHAEL T. COURNOYER, Principal, Ext. 12102
HEIDI C. BLACK, Director of Student Services, Ext. 12207
LINDA M. RADZVILLA, Vocational Assistant Principal, Ext. 19128
SEAN G. CROWLEY, Academic Assistant Principal, Ext. 15119
DAWN K. CARON, Dean of Student Life, Ext. 13124

February 8, 2019

Medfield Town Administrator
459 Main Street
Medfield, MA 02052

Dear Town Administrator:

The Norfolk County Agricultural High School held its February 6, 2019 Board of Trustees meeting where the Board voted on the new tuition rates. There will be a decrease in the Norfolk County Agricultural High School tuition rate for the 2019 – 2020 school year.

In-County tuition rate: \$1946.00

Please feel free to contact me with any concerns or questions.

Sincerely,

Tammy T. Quinn, Ed.D.
Superintendent-Director

TTQ/lS

RECEIVED

FEB 11 2019

MEDFIELD SELECTMEN

The Norfolk County Agricultural High School is an equal opportunity employer who does not discriminate on the basis of race, color, sex, gender identity, sexual orientation, religion, national origin, disability status, genetic information and testing or the Family and Medical Leave Act in its education activities or employment practices as required by Title IX of the 1972 Federal Education Amendments, by Section 504 of the 1973 Rehabilitation Act and by Chapter 622 of the General Laws of the Commonwealth of Massachusetts.

A service to Norfolk County-Regional Government representing twenty-eight communities of: Avon, Bellingham, Braintree, Brookline, Canton, Cohasset, Dedham, Dover, Foxborough, Franklin, Holbrook, Medfield, Medway, Millis, Milton, Needham, Norfolk, Norwood, Plainville, Quincy, Randolph, Sharon, Stoughton, Walpole, Wellesley, Westwood, Weymouth, Wrentham



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



February 8, 2019

Senator Paul Feeney
Massachusetts State House
24 Beacon Street, Room 507
Boston, MA 02133

RECEIVED

FEB 11 2019

MEDFIELD SELECTMEN

RE: MEDFIELD, Peak House Massachusetts Bay Colony Tercentenary Marker

Dear Senator Feeney:

Thank you for your interest in the Massachusetts Bay Colony Tercentenary Markers, which are under the care, custody, and control of the Massachusetts Department of Transportation (MassDOT). I am writing in response to an inquiry from your office regarding the Peak House Tercentenary Marker in Medfield.

Please be aware that the Peak House marker is one of 275 cast iron roadside historical markers that were erected throughout the Commonwealth in 1930 by the Massachusetts Department of Public Works, MassDOT's predecessor agency, to commemorate the 300th anniversary of the founding of the Massachusetts Bay Colony. The Massachusetts Bay Colony Tercentenary Commission designed the markers, chose the historical subjects, and prepared the text under the guidance of Samuel Eliot Morison, eminent author and Professor of History at Harvard University. Approximately 170 of these markers still exist.

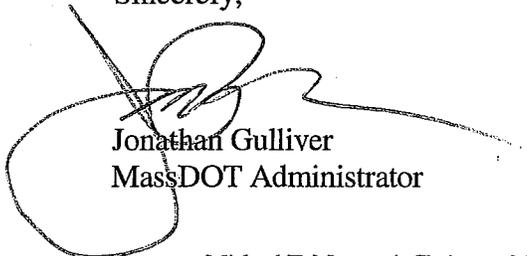
Mr. Robert Gregg of the Peak House Heritage Center has notified MassDOT that the text on the Peak House marker contains three factual errors. Mr. Gregg has suggested to Mary Hafferty of the MassDOT Environmental Services staff that MassDOT should remove the errors by grinding off certain raised cast iron letters and numbers from the marker and then applying new letters and numbers to provide the correct information. The Medfield Board of Selectmen has endorsed Mr. Gregg's proposal in a letter to MassDOT dated January 15, 2019.

MassDOT considers the Tercentenary Markers to have historical significance in their own right, above and beyond the text conveyed on each marker. The original markers are nearly 90 years old and they interpret history as it was understood at the time of the Tercentenary commemoration. MassDOT would be reluctant to deface the marker because of minor factual errors that have come to light after such a long period of time.

On the other hand, MassDOT recognizes that factual errors in a historical text are misleading and can be annoying. As a compromise, therefore, MassDOT would like to extend an offer to Mr. Gregg and the Town of Medfield to provide a supplemental new marker fabricated by the MassDOT sign shop that would correct the original text while leaving the historic cast iron marker unmarred and in place. Any new text would be provided by Mr. Gregg. Any new marker will be printed aluminum sheet metal and will not be cast iron.

MassDOT believes that this offer provides a reasonable compromise that we hope is acceptable to all involved. Mr. Gregg may contact Mary Hafferty, historic resources specialist, at either 857-368-8826 or mary.hafferty@state.ma.us to discuss resolution of this issue further.

Sincerely,



Jonathan Gulliver
MassDOT Administrator

c.c.:

Michael T. Marcucci, Chairman, Medfield Board of Selectmen ✓
Rob Gregg, Chairman, Task Force for the Peak House Heritage Center
Barry Lorion, Highway Director, MassDOT District 3
David White, Acting Director, Environmental Services