



**REPORT ON THE WARRANT  
FOR THE  
SPECIAL TOWN MEETING**

**AMOS CLARK KINGSBURY HIGH SCHOOL  
GYMNASIUM**

**SPECIAL TOWN MEETING**

**Monday, October 29, 2018**

**7:30 PM**

**Prepared by**

**BOARD OF SELECTMEN**

**TOWN OF MEDFIELD  
COMMONWEALTH OF MASSACHUSETTS  
WARRANT FOR THE OCTOBER 29, 2018  
SPECIAL TOWN MEETING**

**Norfolk, ss.**

To the Constables of the Town of Medfield in said County, greetings:

In the name of the Commonwealth, you are directed to notify and warn the inhabitants of the Town of Medfield, qualified to vote in Town Meetings, to meet at the Amos Clark Kingsbury High School Gymnasium, located at 88R South Street in said Medfield on MONDAY THE TWENTY-NINTH day of OCTOBER, A.D., 2018 at 7:30 o'clock P.M., then and there to act on the following articles:

**Article 1.** To see if the Town will vote to accept G.L. Chapter 90, Section 17C which authorizes the Board of Selectmen to establish a 25 mph speed limit on any roadway inside a thickly-settled or business district, or do or act anything in relation thereto.

**(Board of Selectmen)**

*In 2016 the Governor signed into law "An Act to Modernize Municipal Finance and Government (MMA)." This authorizes the Board of Selectmen, with local acceptance, to establish speed limit of 25 mph in thickly settled residential or business district areas.*

**WARRANT COMMITTEE RECOMMENDS DISMISSAL  
BOARD OF SELECTMEN VOTED DISMISSAL**

**Article 2.** To see if the Town will vote to accept G.L. Chapter 90, Section 18B which authorizes the Board of Selectmen to establish designated safety zones having a 20 mph speed limit, or do or act anything in relation thereto.

**(Board of Selectmen)**

*Like Article 1, the MMA authorizes the Board of Selectmen, with local acceptance, to establish and create "safety zones." The speed limit authorized within these safety zones would be reduced to 20 mph.*

**WARRANT COMMITTEE RECOMMENDS DISMISSAL  
BOARD OF SELECTMEN VOTED DISMISSAL**

**Article 3.** To see if the Town will vote to authorize the Board of Selectmen to accept a gift of land from the Estate of Carol M. Stockman, consisting of an unimproved parcel of land containing approximately 11.8 acres located on the southerly side of Bridge Street and shown on Medfield Assessors Map 41 as Parcel 14, title references: Norfolk County Registry District, Certificate of Title No. 122183 and Norfolk Probate Court Docket No. 18P1395EA, for conservation purposes, or do or act anything in relation thereto.



**(Town Counsel)**

*The Estate of Carol Stockman has devised in her will a gift of land on Bridge Street comprised of 11.8 acres. Under the terms of the request the land must remain forever in a wild state. The land would be placed under the care and control of the Conservation Commission and allow for passive recreation uses.*

**WARRANT COMMITTEE RECOMMENDS PASSAGE  
BOARD OF SELECTMEN VOTED PASSAGE**

**Article 4.** To see if the Town will vote to authorize the Board of Selectmen to lease a portion of Town-owned land at the former Medfield State Hospital, consisting of the two buildings formerly known as Lee Chapel and the infirmary, together with the surrounding land, to a public or private entity, consistent with the provisions of G.L. Ch. 30B, Section 16 for up to ninety-nine years, upon such terms and conditions as the Board of Selectmen determine to be in Town's interests for the purpose of developing and operating an arts and cultural center and, if deemed necessary or desirable, to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact special legislation authorizing the Town of Medfield to enter into such a lease, or do or act anything in relation thereto.

**(Board of Selectmen)**

*The Medfield State Hospital Master Plan has designated the Lee Chapel for development of a cultural facility/performing arts center. This article would give the Board of Selectmen the authority to lease the Lee Chapel and the Infirmary Building along with the surrounding land for up to 99 years for the purpose of developing and operating an arts/cultural center on the former Medfield State Hospital Campus.*

**WARRANT COMMITTEE RECOMMENDS DISMISSAL  
BOARD OF SELECTMEN VOTED PASSAGE  
Two-thirds vote required**

**Article 5.** To see if the Town will vote to amend the Medfield Town Code Article 300 Zoning by adding a new Section 300-14.17 to create a new “Senior Housing Residential Development Overlay District” as follows:

**§300.14.17 Senior Housing Residential Development Overlay District**

**Purpose and Intent:** The purpose of this bylaw is to provide diverse and appropriate housing opportunities to meet the needs of people as they age and/or become disabled. Housing developed under this article should be located near services and encourage housing types, floor plans, and levels of affordability that are appropriate to serve these population groups. The housing should be designed in such a way as to promote cohesive neighborhoods, consistent in character with traditional New England architecture and shall utilize best practices with respect to minimizing environmental impacts.

A. **Definitions:** The following definitions shall apply to this section of the Medfield Zoning Bylaw:

- a. **Basement:** the portion of a building that is partly or completely below grade. A minimum of 70% of the basement walls, on average, must be below grade to be considered a basement.
- b. **Cottage Dwelling:** a single-family home, measuring no more than two-thousand four hundred (2,400) square feet of net floor area for units with basements, or alternatively, one-thousand six hundred (1,600) square feet of net floor area for buildings that do not contain a basement, that are designed to accommodate aging or disabled households. Dwellings should feature zero-step entrances, doorways at least 36” wide, and covered parking.
- c. **Multifamily Dwelling:** a dwelling containing at least three (3) and no more than twenty-four (24) units separated by floors and/or walls within an individual building. Dwelling units within a multi-family building may be no larger than one-thousand two-hundred (1,200) square feet of net floor area. Any multifamily building more than one story tall must be serviced by an elevator and have an accessible primary entrance. More than one multifamily building may be placed on a lot provided there is at least thirty (30) feet separation between each building.

- d. **Public Amenity:** a commercial, civic, or non-profit entity, such as the Medfield Senior Center, Town Hall, Public Library, Veteran's Services, private medical offices, grocery stores, and pharmacies that provide goods and services necessary and convenient to seniors and/or disabled residents.
- e. **Senior Housing Residential Development:** a development created under this section of the bylaw containing cottages, two-family, townhouse, or multifamily dwellings; and that utilizes universal design principles and provides for visitability.
- f. **Two-family Dwelling:** a dwelling designed to accommodate two residential units, measuring no more than two-thousand four hundred (2,400) square feet of net floor area for units with basements, or alternatively, one-thousand six hundred (1,600) square feet of net floor area for buildings without basements, separated by either walls or floors.
- g. **Townhouse Dwelling:** a building designed to accommodate up to six (6) residential dwelling units, in a side-by-side configuration, containing up to two-thousand four hundred (2,400) square feet of net floor area for units with basements, or one-thousand six hundred (1,600) square feet for units without basements, per building. Townhouses must have zero-step entrances, doorways at least 36" wide, and covered parking. More than one townhouse building may be placed on a lot provided there is at least fifteen (15) feet separating each building.
- h. **Universal Design:** a broad-spectrum of design principles meant to produce buildings, products and environments that are inherently accessible to older people, people without disabilities, and people with disabilities.
- i. **Visitable:** housing designed in such a way that it can be lived in or visited by people who have trouble with steps or who use wheelchairs, walkers, or some other mobility device.

## B. Applicability

1. In the RT, RS, BI, and IE zoning districts, the provisions of this section may be applied to the following uses:
  - a. Any project involving the creation of six (6) or more lots or dwelling units, as measured over a ten-year time period, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space, for the purpose of a Senior Housing Residential Development for uses identified under Section 300 Attachment 1, Table of Use Regulations, Uses 1.1 (single family dwelling) and 1.2.a-c (two-family dwelling); or
  - b. Any project requiring a special permit under Section 300 Attachment 1 Use 1.4 (multi-family dwelling, inclusive of townhouses) that results in a net increase of six (6) or more dwelling units, as measured over a ten-year time period, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space for the purpose of Senior Housing Residential Development; and
  - c. Any project that is intended for people age 62 or over and/or disabled people of any age and their respective households. As such, buildings and site

improvements in a Senior Housing Residential Development shall provide for visitability and universal design in accordance with the provisions of this bylaw.

2. The provisions of this section may be applied to lot(s) meeting the following criteria in the RT, RS, BI, and IE zoning districts, unless otherwise excepted:
  - a. A minimum lot area of 3 developable acres, exclusive of wetlands and uplands, for cottage dwellings, two-family dwellings, townhouse dwellings, and/or multifamily dwellings.
  - b. A minimum of 150 feet of frontage on a public way or a lot in Municipal Use (Section 300, Attachment 1, Table of Use Regulations, Use 2.12) for which an access easement for the proposed Senior Housing Residential Development will be provided.
  - c. Existing public water and sewer available at the street frontage; or lots that will be served by public water and sewer prior to the issuance of a Certificate of Occupancy as part of the development proposal.
  - d. A location within 2,000 feet of a Public Amenity.

C. **Special Permit:** The grant of a Special Permit from the Planning Board is required for the development of any project set forth in Subsection A (above). A Special Permit may be granted only if the proposal meets the requirements of this section of the Medfield Zoning Bylaws, and those requirements for Site Plan review under Section 300-14.12 as well as those requirements for Special Permits by the Planning Board under Section 300-14.15, as applicable.

D. **Uses:**

- a. Cottage Dwellings
- b. Two-Family Dwellings
- c. Townhouse Dwellings
- d. Multifamily Dwellings
- e. A Senior Housing Residential Development may also include the following uses:
  - i. Accessory uses for residents, employees, and guests, such as a club house, dining facilities (not open to the general public) laundry facilities, or indoor or outdoor recreation facilities;
  - ii. Conservation or agricultural uses.

E. **Dimensional Requirements**

- a. A Senior Housing Residential Development shall have the following density regulations:

Use	Maximum Density <sup>1</sup>	Maximum Height <sup>1</sup>
Cottage Dwellings	5 units/acre	32'
Two-Family Dwellings	8 units/acre	32'

Townhouse Dwellings	10 units/acre	35'
Multifamily Dwellings	15 units/acre	45' <sup>2</sup>

<sup>1</sup> The Planning Board may require a reduction in density or building heights for Senior Housing Residential Developments to mitigate potential impacts on the Town's infrastructure, natural, and/or neighborhood architectural character.

<sup>2</sup> For the purposes of this section, elevator headhouses and rooftop mechanicals, inclusive of equipment shelters and structures designed to screen equipment, as well as architectural details such as parapets and cornices, shall not exceed eight feet (8') in height as measured from the roofline (in the case of a flat roof) or the top of the gable (in the case of a pitched roof) beyond the maximum height restrictions as enumerated above.

- b. Maximum building area shall not exceed thirty-five percent (35%) of the lot area for new construction or expansion of existing buildings.
- c. The minimum amount of open space must be at least thirty-five percent (35%) of the lot area, exclusive of wetlands and uplands. At least seventy percent (70%) of that open space must be usable open space for passive or active recreation exclusive of wetlands and uplands.
- d. The following setbacks shall apply to all lot lines within a Senior Housing Residential Development.

	RT	RS	BI/IE
Cottage & Two-Family Front & Rear Yard	20'	30'	15'
Cottage & Two-Family Side Yard	10'	10'	7.5'
Townhouse Dwellings Front, Side, & Rear Yard	20'	35'	15'
Multifamily Dwellings Front, Side, & Rear Yard	30'	35'	20'

- i. Nothing in this section shall preclude the Planning Board from waiving setback requirements from lot lines or between buildings should it be determined that a reduced setback is necessary to achieving the purposes of this section and such a waiver shall not have a detrimental impact on the neighborhood.
  - ii. Senior Housing Residential Developments with lot lines abutting single family homes must maintain an additional 25' setback along those lot lines.
- e. The following off-street parking requirements shall apply to any Senior Housing Residential Development:
  - i. Cottage, Two-Family, and Townhouse Dwellings – 1.5 spaces per unit
  - ii. Multifamily Dwellings – 1 space per unit
  - iii. Guest Parking – 1 space per three (3) units.

#### **F. Additional Requirements**

- a. All dwellings in a Senior Housing Residential Development must be subject to an age restriction described in a deed/deed rider, or restrictive covenant, and shall be reviewed by the Town Attorney and approved by the Planning Board. Evidence the deed restriction has been recorded at the Registry of Deeds must be submitted prior to the issuance of a Certificate of Occupancy for the Senior Housing Residential Development.
- b. No unit within a Senior Housing Residential Development may have more than two bedrooms. Floor plans featuring a first-floor master bedroom, age-appropriate or accessible bathroom facilities, and kitchen and dining facilities on the same floor as the zero-step entrance are preferred. Rooms designated as offices or bonus rooms on floor plans may not have closets or be easily convertible to bedrooms.
- c. Cottages, duplexes, and townhouses must be served by covered, indoor, or structured parking exclusive of guest parking spaces, which may be open to the elements.
- d. Entrance door widths must be at least thirty-six inches (36") wide and have a zero step entrance.
- e. Outdoor walkways, gardens, recreation areas, or other facilities must be designed for universal access.

#### **G. Development Standards**

The Planning Board's review process shall evaluate a proposed Senior Housing Residential Development for conformance with the following minimum development standards in addition to those standards found under Sections 300-14.12 and 300-15.e-g of the Medfield Zoning Bylaw:

- a. Senior Housing Residential Developments shall be designed to further the Town's interest in providing diverse housing opportunities with attractive and usable outdoor common areas for households of all ages and abilities.
- b. New buildings within a Senior Housing Residential Development shall utilize low impact development and energy efficient design techniques.
- c. Structures located near the project property lines shall be designed and located in a manner that reflects consistency and compatibility with neighboring areas, and shall include appropriate use of building density, heights, and massing as well landscaped screening to minimize impacts on abutting properties.
- d. Structures shall be clustered to protect open spaces, natural, and environmentally sensitive areas.
- e. Building design shall avoid use of long, unbroken facades, and shall include use of balconies, offset walls, trellises and other design elements to provide visual interest.
- f. Building design, colors, and materials shall generally correspond to the natural setting of the project site, and shall be compatible with the surrounding architectural vernacular of the project area.

H. **Conflict with Other Bylaws:** The provisions of this bylaw shall be considered supplemental of existing zoning bylaws. To the extent that a conflict exists between this bylaw and others, the more restrictive bylaw/ordinance, or provisions therein, shall apply.

*or do or act anything in relation thereto.*

**(Board of Selectmen, Planning Board and Council on Aging)**

*This article amends the Town of Medfield Chapter 300 Zoning by creating a new Senior Housing Overlay District(s). This would be allowed by special permit in the RS, RT, BI, or IE zones. The purpose of the new district is to provide an opportunity for housing opportunities to meet the needs of people as they age and/or become disabled. Any projects proposed under his new bylaw must meet dimensional requirements, affordable housing requirements, site plan and review standards including a special permit from the Planning Board.*

**WARRANT COMMITTEE RECOMMENDS PASSAGE  
BOARD OF SELECTMEN VOTED PASSAGE  
Two-thirds vote required**

**Article 6.** To see if the Town will vote to amend the Medfield Town Code Chapter 300 Zoning Attachment 1 Table of Use Regulations, by adding the sections in **bold** as follows:

	Use	A	RE	RT	RS	RU	B	BI	IE
1	Residential								
<b>1.12.</b>	<b>Senior Housing Residential Development Overlay District (See § 300-14.17)</b>								

*or do or act anything in relation thereto.*

**(Board of Selectmen, Planning Board and Council on Aging)**

*This article creates a new entry in the Table of Use Regulations directing users to the appropriate section of the Medfield Zoning Bylaw for the Senior Housing Residential Overlay District. The columns are blank because the boundaries of the overlay do not align with the underlying zoning districts. The boundaries of the overlay are described in the text of the preceding article, Article 5. Should Article 5 fail to pass by the required 2/3 vote, Article 6 may be dismissed.*

**WARRANT COMMITTEE RECOMMENDS PASSAGE**

**BOARD OF SELECTMEN VOTED PASSAGE**  
**Two-thirds vote required**

**Article 7.** To see if the Town will vote to authorize the Board of Selectmen to dispose of, by sale or ground lease, a parcel of Town-owned land shown as “Parcel A” on a plan of land captioned “Approval Not Required (ANR) Survey Medfield Senior Center Medfield, Massachusetts” prepared by DiPrete Engineering, 990 Washington Street, Suite 101A, Dedham, MA 02026 dated June 26, 2018 and recorded at Norfolk County Registry of Deeds in Plan Book 672 at Page 75, containing 5.48 acres, according to said plan, together with access and utility easements over, under, and through abutting Town-owned land known as Lot 3, Ice House Road, to a private developer, pursuant to the provisions of G.L. Chapter 30B, Section 16, on such terms and conditions as the Board of Selectmen determine to be in Town’s interests, to develop and construct affordable and/or moderately priced residential housing for seniors and, if deemed necessary or desirable, to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts to enact special legislation to enable said development, and/or construction, or do or act anything in relation thereto.

**(Board of Selectmen)**

*The Medfield State Hospital Master plan identified the “Hinkley Property” for development of a small number of homes geared toward a senior population. This article authorizes the Board of Selectmen to lease or sell this 5.48 acre parcel to a developer to construct 16-20 affordable and moderately priced senior housing utilizing the Senior Housing Overlay District if adopted. The private developer chosen through an RFP process would be required to construct the infrastructure for the site as well as apply for a Special Permit from the Planning Board.*

**WARRANT COMMITTEE RECOMMENDS PASSAGE**  
**BOARD OF SELECTMEN VOTED PASSAGE**  
**Two-thirds vote required**

**Article 8.** To see if the Town will vote to propose amendments to the Town Charter to be submitted to the voters at the next annual town meeting for the election of officers for their approval, pursuant to the Home Rule Procedures Act, G.L. Chapter 43B, Section 10 and 11 as follows:

Amend Article 3 The Board of Selectmen

Section 3.3 Appointments by adding, in first line, after “Town Administrator”: the Town Clerk, and

Amend Article 6 Other Elective Offices

Section 6.1 Elective Offices Designated, by deleting: a. The Town Clerk for a term of three years, and re-lettering the remaining sub-sections.

Transitional provision: The foregoing amendments shall take effect upon the completion of the currently-serving Town Clerk's current elected term,

or do or act anything in relation thereto.

**(Board of Selectmen)**

*This article asks the voters to approve a change to the Town Charter that would change the position of Town Clerk from an elected to appointed position. If the article is approved by Special Town Meeting it would also need majority approval of a ballot question at the March, 2019 Town Election.*

**WARRANT COMMITTEE RECOMMENDS PASSAGE  
BOARD OF SELECTMEN VOTED PASSAGE**

**Article 9.** To see if the Town will vote to propose an amendment to the Town Charter to be submitted to the voters at the next annual town meeting for the election of officers for their approval, pursuant to the Home Rule Procedures Act, G.L. Chapter 43B, Sections 10 and 11 as follows:

Amend Article 2 Legislative Branch: Open Town Meeting Section 2-2 Time of Annual Town Meeting by deleting "last Monday in April" and replacing with: "first Monday in May", or do or act anything in relation thereto.

**(Board of Selectmen)**

*The Town Charter sets the date of the Annual Town Meeting as the last Monday in April. This article asks that the date of Town Meeting be changed to the first Monday in May. If the article is approved by the Special Town Meeting it would also need majority approval of a ballot question at the March, 2019 Town Election.*

**WARRANT COMMITTEE RECOMMENDS PASSAGE  
BOARD OF SELECTMEN VOTED PASSAGE**

**Article 10.** To see if the Town will vote to appropriate a sum of money and determine in what manner said sum shall be raised for the purpose of funding the opening of the CENTER at Medfield on Saturdays through June 30<sup>th</sup>, 2019, including staffing, operating expenses, programming, meals, utilities and other associated costs, or do or take any other action relating thereto.

**(Council on Aging)**

*The Council on Aging is seeking funding for Saturday programming and operations at the CENTER. The COA received a grant in 2018 that allowed for the creation of the Saturday programming. The grant funding is expiring and the COA is seeking \$9,500 to continue the program through the end of the FY19 fiscal year.*

**WARRANT COMMITTEE RECOMMENDS DISMISSAL  
BOARD OF SELECTMEN VOTED PASSAGE**

**Article 11.** To see if the Town will vote to transfer a sum of money from the balance of funds appropriated for Iron/Manganese removal from the water supply under Article 34 of the 2018 Annual Town Meeting, for the purpose of studying and/or implementing the reduction of unaccounted-for water in the Town's water supply, or do or act anything in relation thereto.

**(Board of Water and Sewerage)**

*The 2018 Annual Town Meeting appropriated funds from the Water Enterprise Fund to design a water treatment plan for Iron/Manganese removal from the water supply. The Board of Water and Sewerage has identified the reduction of unaccounted for water as a priority and a necessary reprioritization of water department projects. The Board of Water and Sewerage is seeking to transfer \$50,000 from the Iron Manganese project to the study of unaccounted for water.*

**WARRANT COMMITTEE RECOMMENDS PASSAGE  
BOARD OF SELECTMEN VOTED PASSAGE**