

TOWN OF MEDFIELD

MEETING NOTICE

POSTED:

TOWN CLERK

RECEIVED
TOWN OF MEDFIELD, MASS

2019 FEB -1 P 2:22

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, Chenery Meeting Room 2 nd floor	Tuesday February 5, 2019 @ 7:00 PM

AGENDA (SUBJECT TO CHANGE)

7:00 PM Call to order

Disclosure of video recording

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

Announcement

Norfolk County Registry of Deeds, William O'Donnell, Register will hold Office Hours on Thursday February 14, 2019 10 AM to 12 Noon in Town Hall Chenery Meeting Room, 2nd floor

Citizen Comment

Appointments

7:05 PM Public Hearing / Eversource Electric Company petition to install one new utility pole at 80 North Meadows Road to provide service to new 16 unit building; Eversource Representative Chris Cosby

7:15 PM Geoff Pedder, owner Zelus Beer Company and Sun Multisport Events Race Director Mark Walter Discuss proposed race event to be held Sunday June 30, 2019

Action Items

Town Planner Sarah Raposa requests the Selectmen vote to authorize Chairman Marcucci to approve and sign MAPC Technical Assistance Scope of Work for a Creative Placemaking Project at former Medfield State Hospital site

Selectman Murby recommends the appointment of Sean Kay to the Town Wide Master Planning Committee

Vote to authorize Chairman Marcucci or his designee to sign documents for MSBA Dale Street School Project

Vote to close 2019 Annual Town Meeting Warrant

Ongoing FY2020 Budget Review and Discussion

Town Finance Discussion

Vote to approve preliminary Town Budgets

Facilities Director, Amy Colleran

Parks and Recreation, Kevin Ryder

Fire Department, Fire Chief William Carrico

Pending

Vote to approve Town Administrator six month goals

Licenses and Permits (consent agenda)

Trustees of Reservations requests a one-day wine and malt beverage permit for event on February 16

Brew Moon Hike 6 PM to 8 PM. Beverage provided by Jack's Abby Brewing, Framingham

Medfield High School Field Hockey Team requests permission to hold a fundraising car wash behind

Town Hall on Saturday September 7, 2019 9 AM to 1 PM

Council on Aging requests a one-day wine and malt beverage permit for event on Wednesday February 20

Dancing and Dining with Frankie 4-7PM

Town Administrator Update

Update on Police Chief Search; schedule of interviews

Review Board of Selectmen Action List

Selectmen Report

Informational

From Community Opportunities Group, Inc. Mini Market Analysis

Letter from newly elected Norfolk County Sheriff, Jerome P. McDermott

Received from Verizon Form 500, 2018 Annual Complaint Filing

Received from COMCAST Form 500, 2018 Annual Compliant Filing

RECEIVED
TOWN OF MEDFIELD, MASS
2019 FEB - 1 P 2:23
CLERK OF THE TOWN OF FRK

E. Clarke
2/1/2019



Norfolk County Registry of Deeds

William P. O'Donnell, Register

Medfield Office Hours

Thursday, February 14, 2019

10:00 AM – 12:00 Noon

MEDFIELD TOWN HOUSE

Chenery Hall

459 Main Street

The Register and members of his staff will be available to help answer questions or concerns about any Registry of Deeds matter. Information will be available concerning the Massachusetts Homestead Act and internet ready computers will be on hand to print a Registry recorded deed, confirm the status of a mortgage discharge or check on any other filing.

No appointment is needed.

**Call the Registry for further information at 781-461-6104
or visit the Registry's website www.norfolkdeeds.org**

A2 Friday, February 1, 2019

Please see attached explanation

Legal Notices

SEL/80 NORTH MEADOWS RD.

**LEGAL NOTICE
TOWN OF MEDFIELD**

In conformity with the requirements of Section 22 of Chapter 166 of the General Laws, a public hearing will be held Tuesday February 5, 2019 at 7:05 PM at the Medfield Town House, 459 Main Street upon petition of NSTAR ELECTRIC COMPANY d/b/a EVERSOURCE ENERGY and VERIZON for the purpose of obtaining a Grant of Location to install one (1) new pole (23/28A) at 80 North Meadows Road. The work is necessary to provide service to new 16 unit apartment building. All Town Boards and interested parties are invited to attend.

Michael T. Marcucci,
Chairman
Board of Selectmen

AD#13767338
Medfield Press 2/1/19

January 10, 2019

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

RE: West Street
Medfield, MA
W.O. #2289754

Hearing Required

Dear Members of the Board:

The enclosed petition and plan is being presented by the NSTAR ELECTRIC COMPANY d/b/a as EVERSOURCE ENERGY and VERIZON for the purpose of obtaining a Grant of Location to install one (1) new pole 23/28A.

This work is necessary to provide electric service to 80 North Meadows Road.

If you have any further questions, contact Chris Cosby @ (508) 305-6989.
Your prompt attention to this matter would be greatly appreciated.

Very truly yours,



Kelly-Ann Correia, Supervisor
Rights and permits

KAC/sky
Attachments

PETITION OF NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY AND OTHER COMPANIES FOR JOINT OR IDENTICAL LOCATIONS FOR POLES

To the Board of Selectmen of the Town of Medfield, Massachusetts:

Respectfully represent **NSTAR ELECTRIC COMPANY dba Eversource Energy** and **VERIZON NEW ENGLAND, INC.** companies subject to Chapter 166 of the General Laws (Ter.Ed.), that they desire to construct a line upon, along and across the public way or ways hereinafter specified.

WHEREFORE, your petitioners pray that after due notice and hearing as provided by law the **Board of Selectmen** may by Order grant your petitioners joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line, said poles to be located, substantially as shown on the plans made by **A. Debenedictis** dated **December 21, 2018** and filled herewith, upon along and across the following public way or ways of said town:

West Street – Southeasterly side, approximately 35± feet southwest of North Meadows Road

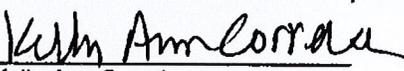
Install one (1) new pole 23/28A

Hearing Required

WO# 2289754

Also, for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes. Your petitioners agree to reserve space for one Crossarm at a suitable point upon each of said poles for the telephone, fire and police signal wires owned by the town and used for municipal purposes.

**NSTAR ELECTRIC COMPANY
dba EVERSOURCE ENERGY**

By: 
Kelly-Ann Correia
Rights and Permits, Supervisor

VERIZON NEW ENGLAND INC.

By: 

Dated this _____ day of _____ 2018

Town of MEDFIELD, Massachusetts

Received and filed _____ 2018

**ORDER FOR JOINT OR IDENTICAL LOCATIONS FOR POLES
Town of MEDFIELD, Massachusetts**

WHEREAS, **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** and **VERIZON NEW ENGLAND, INC.** have petitioned for joint or identical locations for the erection or construction of poles to be owned and used in common by them upon, along and across the public way or ways of the town hereinafter specified, and notice has been given and a hearing held on said petition as provided by law.

It is ORDERED that **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** and **VERIZON NEW ENGLAND, INC.** be and hereby are granted joint or identical locations for the erection or construction of poles, to be owned and used in common by them, and for such other fixtures including anchors and guys as may be necessary to sustain or protect the wires of the line upon, along and across the following public way or ways of said town:

West Street – Southeasterly side, approximately 35± feet southwest of North Meadows Road

Install one (1) new pole 23/28A

Hearing Required

WO# 2289754

All construction work under this Order shall be in accordance with the following conditions: Poles shall be of sound timber and located as shown on plans made by **A. Debenedictis** dated **December 21, 2018** on file with said petition. There may be attached to said poles by said **NSTAR ELECTRIC COMPANY dba EVERSOURCE ENERGY** and by said **VERIZON NEW ENGLAND, INC.** wires and cables necessary for the conduct of their business. All such wires and cables shall be placed at a height of not less than eighteen feet from the ground at crossings of other ways and at not less than fourteen feet from the ground elsewhere

_____ Selectmen of
the town of
MEDFIELD

CERTIFICATE

We hereby certify that the foregoing Order was adopted after due notice and a public hearing as prescribed by Section 22 of Chapter 166 of the General Laws (Ter.Ed.), and any additions thereto or amendments thereof, to wit: after written notice of the time and place of the hearing mailed at least seven days prior to the date of the hearing by the Selectmen to all owners of real estate abutting upon that part of the way or ways upon, along or across which the line is to be constructed under said Order, as determined by the last preceding assessment for taxation, and a public hearing held at _____ in said town on _____ day of _____, 2018 at _____ P.M.

_____ Selectmen of
the town of
MEDFIELD

CERTIFICATE

I hereby certify that the foregoing are true copies of the Order of the Board of Selectmen of the town of **MEDFIELD** Massachusetts, duly adopted on the _____ day of _____ 2018, and recorded with records of location Orders said town, Book _____, Page _____ and of the certificate of notice of hearing thereon required by Section 22 of Chapter 166 of the General Laws (Ter.Ed.), and any additions thereto or amendments thereof, as the same appear of record.

Attest: _____
Clerk of the Town of **MEDFIELD**, Massachusetts

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Town of MEDFIELD, Massachusetts**

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_____ Selectmen of
the town of
MEDFIELD

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Selectmen of
the town of
MEDFIELD

CERTIFICATE

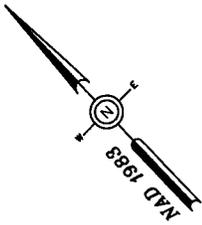
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Selectmen of
the town of
MEDFIELD

CERTIFICATE

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Attest: _____
Clerk of the Town of **MEDFIELD**, Massachusetts



PARCEL ID: 48-003
100 NORTH MEADOW RD
N/F
100 NORTH MEADOWS LLC

PARCEL ID: 48-053
71 WEST ST
N/F
R&E LLC
ZAFFINO, MANAGER ROBERT L

PARCEL ID: 48-002
75 WEST ST
N/F
PEGAN STREET, LLC
C/O DOUGLAS C. WHITLEY

WEST ST

23/28A (JO-ES)
52'±
DIRT AREA
52'±
23/28A (JO-ES)
25'±
23/28 (JO-ES)

PARCEL ID: 48-030
90 NO. MEADOW RD
N/F
NEEDHAM INVESTMENT COMPANY LLC

PARCEL ID: 48-040
74 WEST ST
N/F
WYTHE WALTER J JR
WYTHE ANNA MARIA



BY YOUR USE OF THE INFORMATION CONTAINED IN THIS MAP, YOU AGREE THAT NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, IS GIVEN WITH RESPECT TO THE ACCURACY OF THE INFORMATION CONTAINED HEREIN. THE INFORMATION IS PROVIDED AS IS, WITHOUT WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND NONINFRINGEMENT. IN NO EVENT SHALL THE ENGINEER OR ANY OTHER PARTY BE LIABLE FOR ANY DAMAGES, LOSSES OR INJURY CAUSED IN WHOLE OR IN PART BY USE OF THIS INFORMATION, OR IN RELIANCE UPON IT, TO THE MAXIMUM EXTENT ALLOWED BY LAW. YOU AGREE BY YOUR ACCEPTANCE OF THE INFORMATION TO RELEASE, INDemnIFY AND HOLD THE ENGINEER AND ANY OTHER PARTY HARMLESS FROM ANY SUCH LOSS OR INJURY.

THE INFORMATION MAY NOT REPRESENT A SURVEY, MAY NOT BE THE MOST COMPLETE AND IS SUBJECT TO CHANGE WITHOUT NOTICE. NO LIABILITY IS ASSUMED FOR THE ACCURACY OF THE INFORMATION, EITHER EXPRESSED OR IMPLIED, UNAUTHORIZED ATTEMPTS TO ADAPT THE INFORMATION OR USE THE INFORMATION FOR OTHER THAN ITS INTENDED PURPOSES ARE PROHIBITED.

Proposed pole locations shown thus	⊕
Pole locations to be abandoned, shown thus	○
Proposed Anchor Guy shown thus	T
Proposed Hip Guy shown thus	T _H
Proposed Underground location shown thus	—
Proposed Push Brace shown thus	⊕
Existing Pole location shown thus	●

NSTAR EVERSOURCE ELECTRIC d/b/a	
1105 MASSACHUSETTS AVE. DORCHESTER, MASS. 02125	
Plan of	WEST STREET
Showing	MEDFIELD
Proposed Pole Location	PROPOSED POLE LOCATION
Scale	1"=20'
SHEET	1 of 1
Date	12/21/18

Zelus Lyte Run: Overview

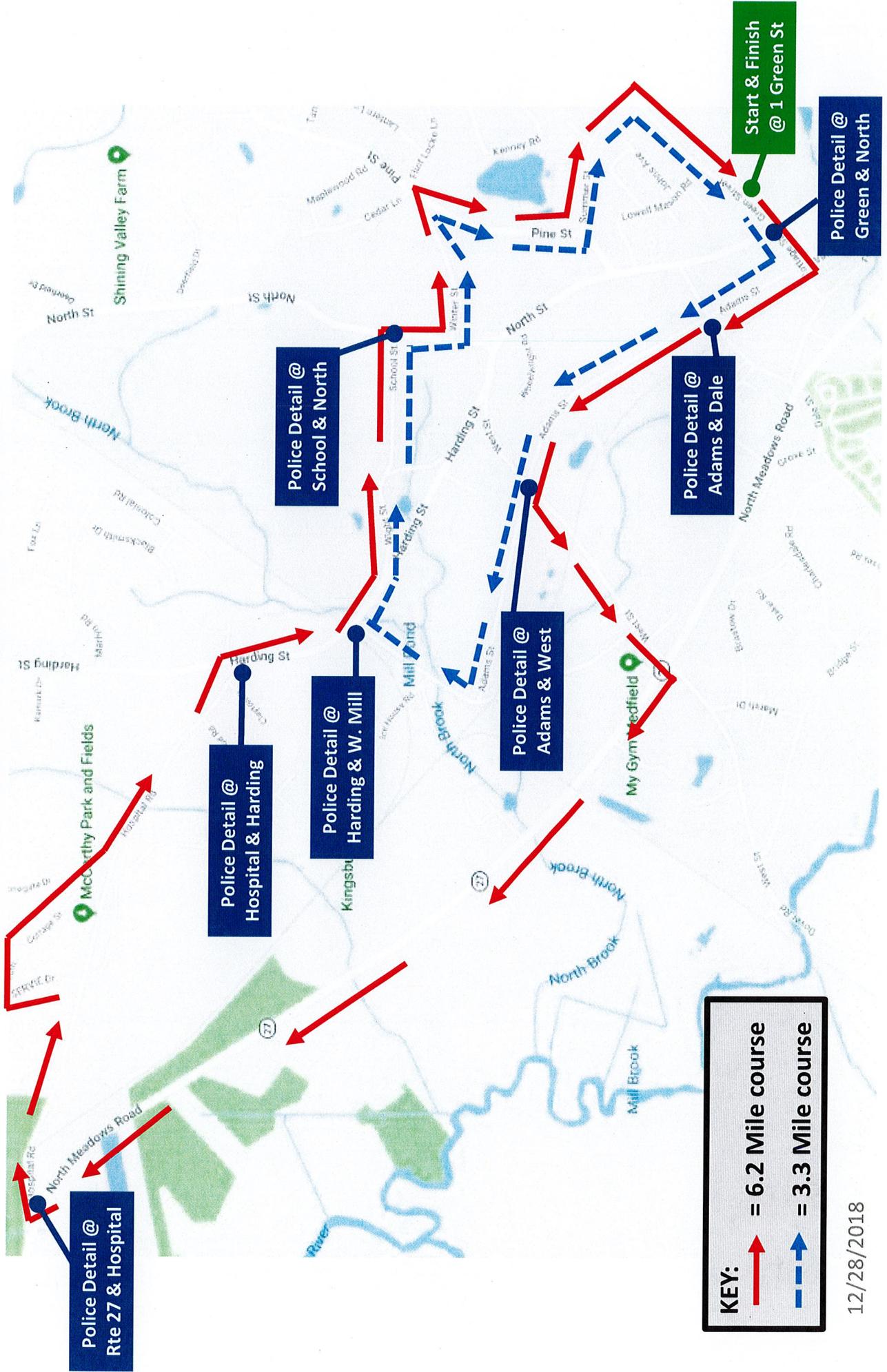
- **Event goal:** To create a first class running event with unique features (e.g. beer tasting station along the course) and a fun and festive post-race party featuring live music and food trucks.
- **Proposed date:** Sunday, June 30, 2019
- **Race options:** 6.2 and 3.3 miles
- **Estimated number of runners:** 500
- **Parking Plan:** Montrose School (already approved), Hinkley Memorial Park
- **Organizers:** The Zelus Lyte Run is a partnership between the Zelus Beer Company (Owner: Geoff Pedder) and Sun Multisport Events (Owner & Race Director: Mark Walter).
- **Insurance:** Liability insurance would be secured by sanctioning the event with USA Track & Field; a Certificate of Insurance would be provided to the Town of Medfield in advance of the event and the town could be listed as an additional insured upon request.

Zelus Lyte Run: Timeline

- **8:00am:** Packet Pick-up at 1 Green St
- **10:00am:** Start of 6.2 mile race at 1 Green St
- **10:10am:** Start of 3.3 mile race at 1 Green St
- **10:30am (est):** First runner completes course
- **10:45am (est):** Live music at 1 Green St Plaza
- **11:35am (est):** Last runner complete course
- **12:30pm (est):** Event concludes at 1 Green St

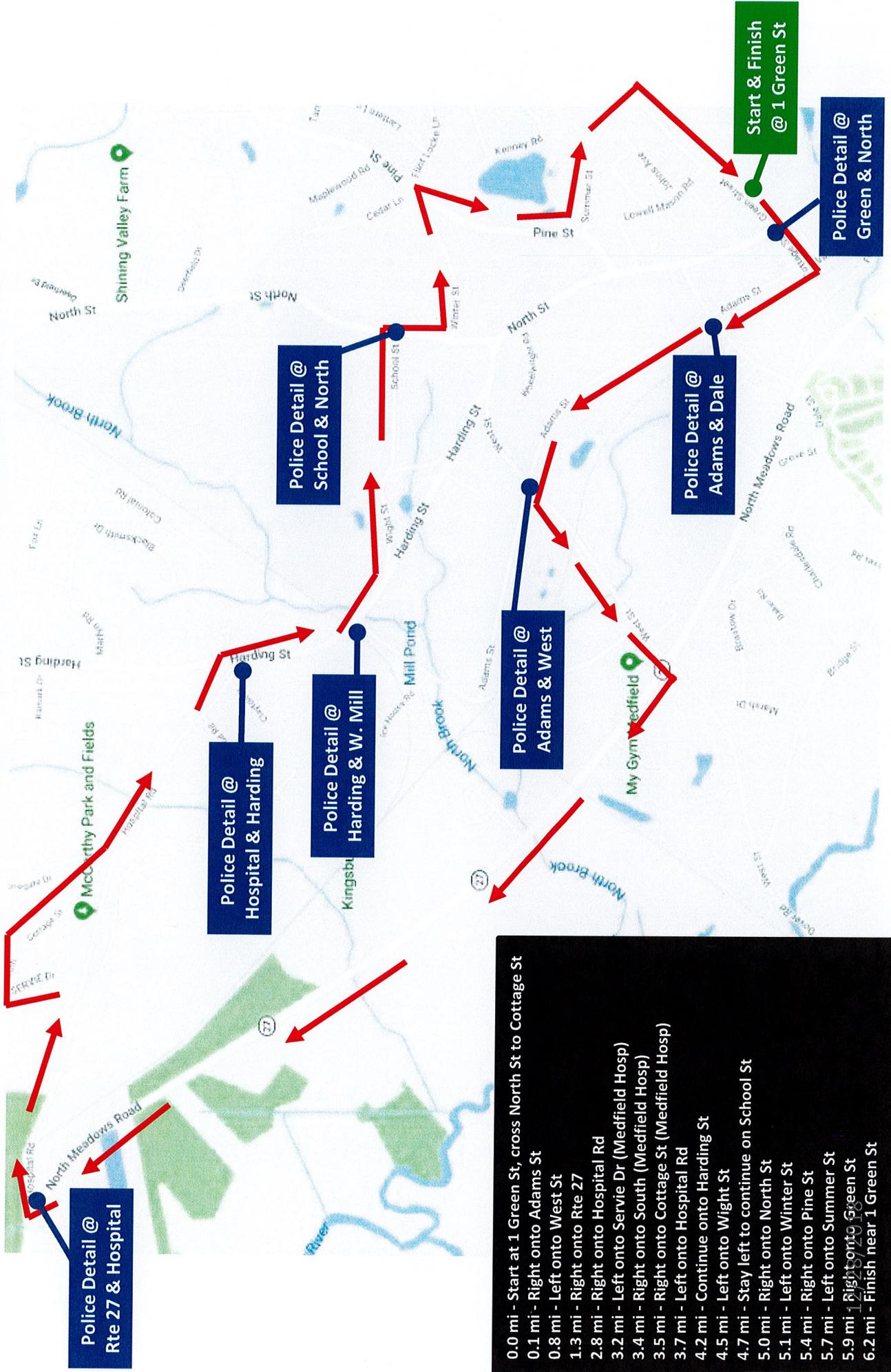
Zelus Lyte Run: 6.2 & 3.3 Mile Course Maps

with Police Detail Locations



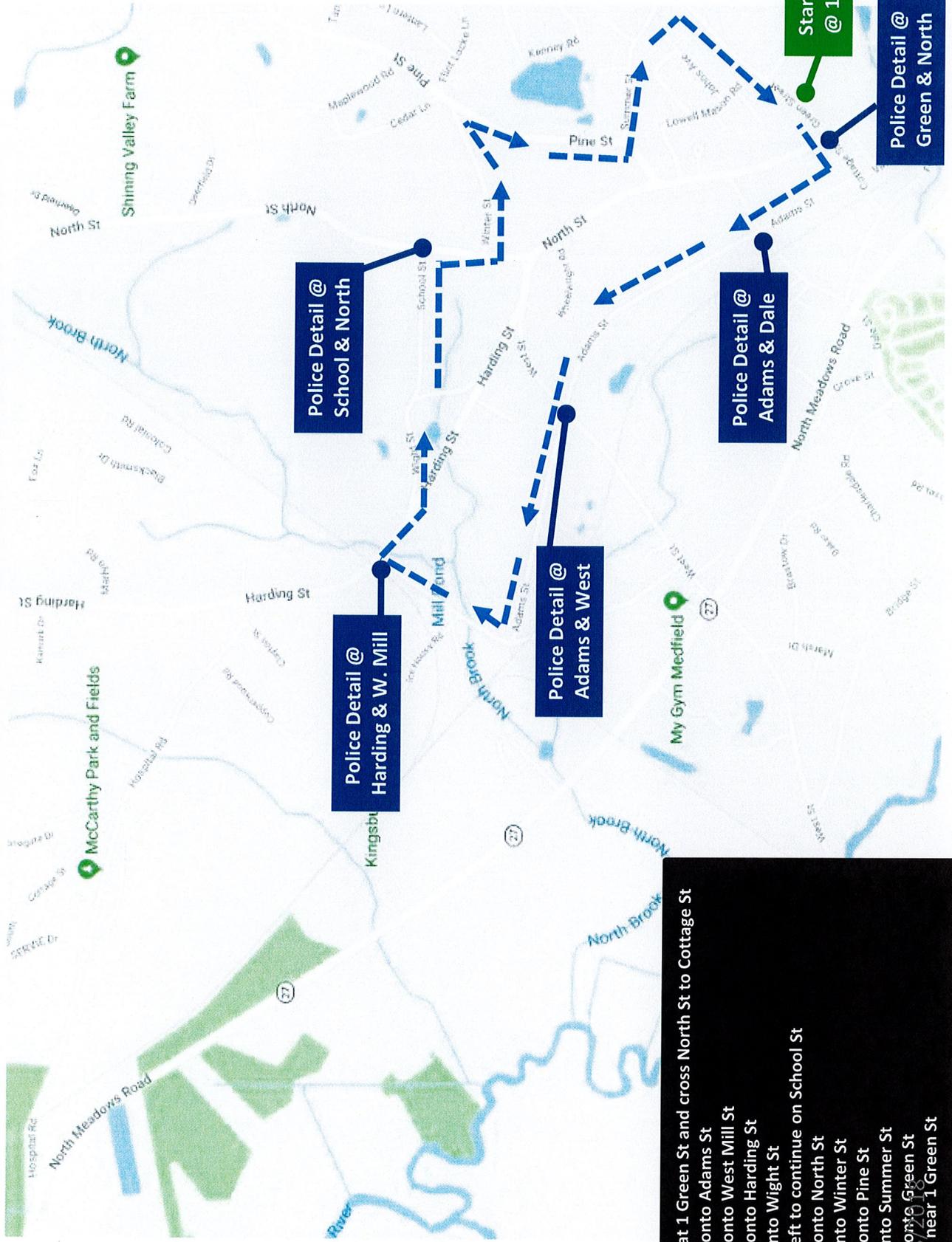
Zelus Lyte Run: 6.2 Mile Course Map

with Cue Sheet and Police Detail Locations



- 0.0 mi - Start at 1 Green St, cross North St to Cottage St
- 0.1 mi - Right onto Adams St
- 0.8 mi - Left onto West St
- 1.3 mi - Right onto Rte 27
- 2.8 mi - Right onto Hospital Rd
- 3.2 mi - Left onto Servie Dr (Medfield Hosp)
- 3.4 mi - Right onto South (Medfield Hosp)
- 3.5 mi - Right onto Cottage St (Medfield Hosp)
- 3.7 mi - Left onto Hospital Rd
- 4.2 mi - Continue onto Harding St
- 4.5 mi - Left onto Wight St
- 4.7 mi - Stay left to continue on School St
- 5.0 mi - Right onto North St
- 5.1 mi - Left onto Winter St
- 5.4 mi - Right onto Pine St
- 5.7 mi - Left onto Summer St
- 5.9 mi - Right onto Green St
- 6.2 mi - Finish near 1 Green St

Zelus Lyte Run: 3.3 mile course map with Cue Sheet and Police Detail Locations



- 0.0 mi - Start at 1 Green St and cross North St to Cottage St
- 0.1 mi - Right onto Adams St
- 1.2 mi - Right onto West Mill St
- 1.5 mi - Right onto Harding St
- 1.6 mi - Left onto Wight St
- 1.7 mi - Stay left to continue on School St
- 2.0 mi - Right onto North St
- 2.1 mi - Left onto Winter St
- 2.4 mi - Right onto Pine St
- 2.7 mi - Left onto Summer St
- 3.0 mi - Right onto Green St
- 3.3 mi - Finish near 1 Green St

Safety & Traffic Management

- Volunteers and signage (e.g. directional, “Race in Progress”) deployed across the course
- 2 Aid Stations with water & Gatorade (locations TBD)
- 1 Ambulance with 3 Paramedic or EMTs at start/finish
- 5 police details to manage 7 locations
 - Green St & North St (until 8:10am) then Hospital Rd & Harding St
 - Adam St & Dale St (until 8:15am) then School St & North St
 - Adam St & West St
 - Rte 27 & Hospital Rd
 - Harding & West Mill St

Safety & Traffic Management

- Road closures:
 - Green St between North St & Brook St (9:00am-12:30pm)
 - South/westbound lane of West St between Adam St & Rte 27 (10:00am-10:30am)
 - North/westbound lane of Harding St between W. Mill St & Hospital Rd (10:15am-11:15am)
- Traffic cone utilization (locations of note):
 - Along shoulder line of Rte 27 (northbound side) between West St & Hospital Rd
 - On North St (northbound side) between School St & Winter St to create a running lane
 - On center line of Harding St between Hospital Rd & West Mill St

About the Race Director and Sun Multisport Events

- Mark Walter is Owner and Race Director of Sun Multisport Events (SME), an award-winning endurance event production company. Mark has been producing triathlons and running events for 10+ years including 11 SME events in 2018 that attracted 6,000+ athletes.
- In 2018 Mark was also the Race Director for the New England Kids Triathlon (1,000+ participants) and a member of the event teams for the Bicycles Battling Cancer charity ride, organized by the American Cancer Society, and the Buzzards Bay Watershed Ride, a charity ride organized by the Buzzards Bay Coalition.
- Mark is a resident of Westwood, MA
- Learn more about SME at www.SunMultisportEvents.com

Memorandum



To: Michael T. Marcucci, Chairman, Board of Selectmen
From: Sarah Raposa, Town Planner
Date: January 29, 2019
Re: MAPC Technical Assistance Scope of Work

Hi Mike – Attached please find a scope of work for the Board’s approval relating to a technical assistance request that was made to MAPC in August 2017 and awarded in August 2018. Due to scheduling and staffing in the new Arts and Planning Division MAPC is just getting around to coordinating with us now.

The purpose of the request is for a Creative Placemaking Project in support of the Town's ongoing efforts to plan for the adaptive reuse of certain buildings at the former Medfield State Hospital. While not fully fleshed out (hence the technical assistance grant) we will be partnering with the Cultural Alliance of Medfield (CAM) and other local and regional groups and individuals to do a special one-day event at the Hospital campus to activate the space and promote the cultural center concept.

What is creative placemaking?

Coined by Ann Markusen and Anne Gadwa Nicodemus for the National Endowment for the Arts in 2010, creative placemaking refers to the process in which “partners from public, private, non-profit, and community sectors strategically shape the physical and social character of a neighborhood, town, city, or region around arts and cultural activities.” *Creative placemaking advocates believe that community development projects benefit from the participation of artists at the onset of projects, and on the planning and design teams that shape our communities.*

In general, MAPC technical assistance is made possible through a range of sources including District Local Technical Assistance, Planning for MetroFuture Technical Assistance, and foundation grants. Awards are also made in alignment with the Baker Administration’s Community Compact Cabinet Best Practices Program. The funding source for this technical assistance award is Barr Foundation funding earmarked for arts and cultural planning.

Thank you,
Sarah



Medfield Creative Placemaking Scope of Work, January 4, 2019

Project Summary

MAPC will review the current conditions and anticipated creative uses of the Former Medfield State Hospital (MSH) and will conduct a creative placemaking demonstration to activate the site and to promote the upcoming development of a performing arts center (in buildings 24 and 25 on the MSH Master Plan – see Appendix A), which was approved in a Special Town Meeting on October 29, 2018.

Deliverables

MAPC will deliver at least one creative placemaking initiative that may include installations (such as wayfinding, street furniture, and/or public art that may be either physical or digital in nature), or performances (such as a music, dance, and theater festival) which will demonstrate the role that the arts can play in adding vitality to the campus. After the conclusion of the demonstration, MAPC will use documentation from the placemaking initiative to create a video which will promote the campus to local visitors, potential funders and developers.

Project Area Context

The Medfield State Hospital (MSH), originally known as the Medfield Insane Asylum, was developed as the state's first facility to deal with patients who suffer from chronic mental health issues. It is situated on the banks of the Charles River in Medfield, MA. The Asylum was established in 1892 and was developed between 1896 and 1914. At the peak of its operation, the Hospital consisted of 58 buildings designed by William Pitt Wentworth according to the Cottage Plan, and many of the buildings were built by Italian masons from Boston. Over the course of its 100 years in operation, the quality and consistency of healthcare offered at the facility transitioned as the understanding of mental illness progressed.

Originally the hospital was nearly self-sufficient to save on costs. Livestock, produce, heat, light, and power were all grown and generated on campus. Additionally the inmates performed regular maintenance on the buildings until the 1960's when the Kennedy Administration passed a law mandating that patients be housed in the least restrictive environment possible. Inmates were no longer required to perform manual labor to maintain the properties, and starting in the 1970's a new strategy was implemented to move patients to neighborhood-based halfway houses. By the turn of the 21st century the patient population had dropped to 200 patients and the facility was shuttered in 2003.

In 1994 the campus was added to the National Register of Historic Places, and in 2014 the Town of Medfield acquired the property. In 2018 the MSH Master Planning Committee released the MSH Reuse Master Plan for the site after four years of intensive effort. The plan incorporates residential, cultural, commercial, retail, and recreational uses throughout the campus. At a Special Town Meeting on October 29, 2018, Article 4 was passed to authorize Selectmen to enter a lease of up to 99 years for the portion of MSH including the chapel and infirmary to be dedicated as a performing arts center.

Partners and Responsibilities

- MAPC is responsible for coordinating amongst project partners including: the Town of Medfield, the Cultural Alliance of Medfield (CAM), and the Creative Placemaking Advisory Group (CPAG). MAPC will conduct an analysis of current conditions based on the recent studies about MSH. MAPC will provide Technical Assistance in the planning and production of the placemaking initiative, and will coordinate the documentation of said event along with the production of a promotional video that will highlight the initiative.
- The Town of Medfield will be responsible for selecting 12-15 community members to serve on the CPAG which will include a mix of participants including: local residents, high school students and/or teachers, artists, municipal staff, regional representatives from the Chamber of Commerce, Tourism Council, etc. The Town will select dates for the meetings in coordination with everyone's schedules. The Town will reserve space, send out invitations, and provide refreshments. The Town will secure permits for use of MSH for creative placemaking activities, including making provisions for signage and access to facilities for the event.
- CAM will assist in the organization of the placemaking initiative including outreach to local partners. CAM will secure a local designer to provide graphic collateral, and will recruit artists and performers for the placemaking initiative. If the placemaking initiative expands beyond the scope of musical performances, CAM will raise additional funds in order to compensate performers for their participation in the event.

Project Work Plan

Task 1: Existing Conditions Data Collection and Analysis (January – March)

- A. MAPC staff will collect, review, and analyze demographic, economic, arts and cultural, and infrastructure data to understand existing conditions for the areas of focus. MAPC will review several town and CAM-produced documents to inform this element of work, including the ArtsMarket Feasibility Analysis, and the recently completed Preferred Master Plan for Medfield State Hospital.
- B. MAPC staff will conduct a site visit to collect data and map information about the Medfield State Hospital public space amenities and activities as they pertain to accommodating different arts, cultural, and specifically performing arts activities and uses.

Task 2: Community Engagement and Creative Placemaking Strategy Development (January – May)

- A. Form and staff an Advisory Group made up of representatives from the Town, CAM, local artists and creative producers that represent the diversity in the Town and the surrounding region.
- B. MAPC staff will assess community interests and needs pertaining to activation of priority public spaces and places in the Former State Hospital grounds. We will consult with the arts and cultural community and business owners and other stakeholders as needed to identify interests and needs, with a particular focus on amenities and public infrastructure important to the temporary or permanent staging of arts and cultural experiences in the Former State Hospital. Engagement will take the form of interviews, site visits, and focus groups with the Project Advisory Group and others.
- C. MAPC will plan and facilitate 2-3 meetings with the MSH Creative Placemaking Advisory Group to secure their key input on our existing conditions work, the design of the creative placemaking demonstration, and a draft of the Creative Placemaking Strategy.

- D. MAPC will conduct monthly half-hour phone calls with the Town Planner and Director of CAM to ensure that the project continues along the stated timeframe and that each partner is fulfilling their roles and responsibilities.
- E. MAPC will develop a communications and publicity strategy for the creative placemaking demonstration, which will be executed in partnership with the Town and CAM.
- F. MAPC staff, partners, and the Advisory Group will develop a vision and strategy for creative placemaking at MSH that will elevate the dual importance of inclusive programming and coordination of arts and cultural activities and physical changes in public and private spaces and places at MSH. To plan for the creative placemaking initiative, the Advisory Group will:
 - a. identify core values and principles for the MSH creative placemaking to benefit cultural facilities development; and
 - b. identify porches where placemaking may occur, and create a map of activation sites for the demonstration event.

Task 3: Creative Placemaking Demonstration (April – May)

- A. In preparation for the demonstration, MAPC will work with the Town of Medfield and CAM to confirm roles in the demonstration. Town of Medfield and CAM staff will also coordinate with relevant boards, committees, and commissions in preparation for the demonstration and to coordinate appropriate town staffing during the demonstration.
- B. The creative placemaking demonstration will take place over a half-day to weekend-long period – to be determined based on discussion with the CPAG. The demonstration will complement the existing schedule of arts and cultural activities and events organized by CAM and the materials generated by the placemaking initiative will be left behind to be used for future programs.
- C. MAPC will manage communications and publicity over the course of the project in partnership with CAM. MAPC will develop and disseminate press releases and promotional flyers in collaboration with partners. MAPC will also furnish language about the project to the Town of Medfield and CAM for cross-posting and promotion on their website, press, and social media outlets.

Task 4: Preparation of Final Deliverables (May – June)

- A. MAPC will assemble documentation from the placemaking initiative and will conduct on-camera interviews with the Town Planner, Sarah Raposa, and the Director of CAM, Jean Mineo.
- B. MAPC will edit the interviews and documentation footage into a short video (~1.5 mins) that will demonstrate the potential vitality of a renovated MSH mixed-use campus with the arts at its center.
- C. MAPC will post the video to its website and social media pages. MAPC will also create a blog post and will coordinate with the Town of Medfield and CAM on an outreach strategy.

Project Connection to MetroFuture

In addition to advancing local community and economic development goals, this project will advance MetroFuture goal #43: “More people will take advantage of the region’s artistic and cultural resources” and the following MetroFuture strategies: fostering urban vitality through support for arts districts; supporting arts and culture as a way to build community and civic engagement; and supporting the coordination of creative economy initiatives (strategies 6E and 11B). This project will also advance MAPC’s Civic Engagement and Innovation and Creativity guiding approaches.

Process Benchmarks

- At least 10 diverse leaders from different sectors appointed to the Project Advisory Group
- Delivery of one half-day creative placemaking demonstration.
- Over 200 people engaged through outreach and engagement activities as confirmed through attendance sheets, attendee counts, and surveys.
- Arts and cultural experiences offered through the placemaking demonstration are culturally diverse and inclusive and showcase different artistic and cultural traditions.
- Participants in the creative placemaking demonstration activities are diverse in terms of age, gender, ethnicity, ability, etc. and generally representative of the demographics of Medfield and the TRIC and SWAP subregions.
- Outreach and engagement approach is culturally inclusive – utilizing arts-based, low-tech and high-tech methods of engagement
- At least 2-3 articles about the project are published in local and regional press outlets
- The video receives 500 views in its first week of publication.

Project Outcomes

- Creative placemaking demonstration enhances community identity and social and cultural cohesion.
- Findings aid the Town, CAM, and Advisory Group organizations in securing targeted investments from the private sector, public sector, and philanthropy towards arts and cultural opportunities that strengthen cultural vitality and cultural equity in the MSH campus (e.g., increased investments in arts and cultural programming in public places and spaces, support for more artist work spaces in the MSH, etc.)

Equity considerations

- To ensure equity, MAPC will work with project partners to ensure that the Advisory Group is made up of people of all ages and income levels and will represent the diversity in Medfield and the surrounding region from which the future performing arts venue will be a draw.

Budget

	MAPC Technical Assistance Funding	In-kind Support from Town of Medfield and CAM
Task 1: Project Management and Analysis of Current Conditions	\$ 4,800.00	
Task 2: Community Engagement	\$ 3,600.00	
Task 3: Creative Placemaking	\$ 5,400.00	
Task 4: Documentation and Video Production	\$ 2,700.00	
Communications	\$ 750.00	
Video Production	\$ 3,500.00	
Artist Fees	\$ 2,000.00	
Materials	\$ 1,000.00	
Contingency	\$ 1,250.00	
Total	\$ 25,000.00	

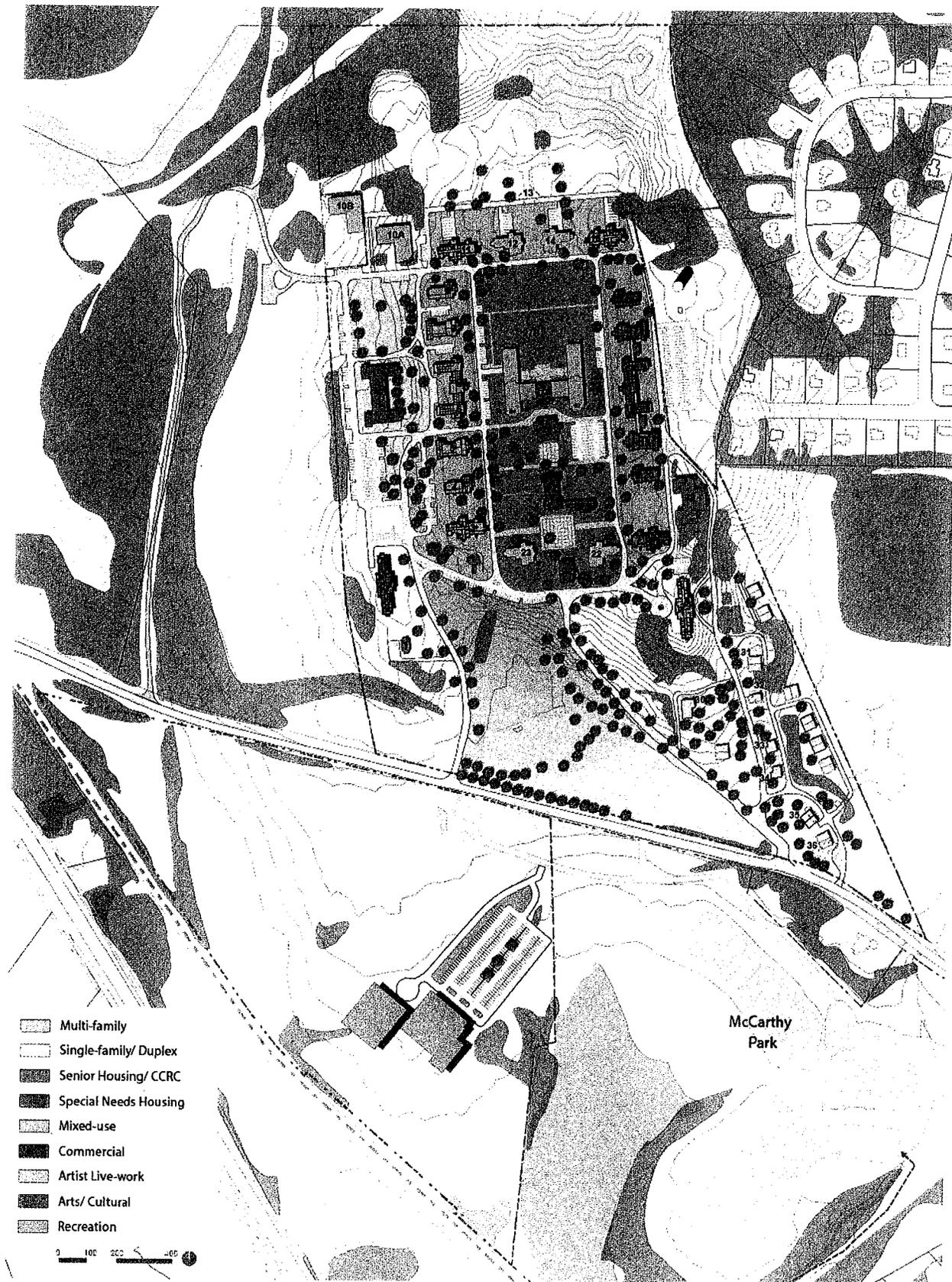
Medfield Planning Department cash commitment: \$150 (for refreshments)
 Town Planner time contribution: 5-7 hours/month for 6-8 months

Scope approval

Michael T. Marcucci
Chair, Board of Selectmen, Town of Medfield

Date

Figure VIII-2. The Medfield State Hospital Master Plan.



Sean Kay
40 Wood End Lane
Medfield, MA 02052
508-740-4180
Seanekay5@gmail.com

OBJECTIVE: To leverage my skills obtained over the years to help scale and grow a technology portfolio while being challenged personally and professionally with new growth.

EXPERIENCE:

DELL EMC: Hopkinton, MA **2018-**
Senior Director, Channel Sales

Leading Commercial Storage Channel for North America

- Aligned and hired PAM's to each district manager
- Implemented Strategy and GTM around demand generation to reinvigorate the channel
- Implemented recovery strategy around MIB

DELL EMC: Hopkinton, MA **2017-2018**
Director of Sales Strategy, Programs & GTM

Responsible for sales strategy, programs and GTM as an enterprise housed function also supporting both segments.

- Executed competitive program
- Created Strategy and GTM around cyber recovery solutions
- Implemented recovery strategy around tech refresh
- Designed new strategy around competitive testing/benchmarking and teardown across sales, marketing and product engineering

DELL EMC: Newton, MA **2014-2017**
Global Accounts District Manager

Responsible for National management and global direction of a fortune 10 client with direct supervision of 6 reps and 16 matrix resources.

- Grew account revenue by 55% yoy
- \$300m+ in EMC and strategically aligned revenue
- Transformed established team of 4 reps and hired on 6 new GAMs
- District manager of the year 2014

DELL EMC: Newton, MA **2011-2014**
National Account Manager

Responsible for National management and global direction of a fortune 100 client. Matrix manage a team of 5 resources and an extended team of 8 specialists.

- Took underperforming account from \$1.5m per year to \$15.5m per year
- Yielded \$42m+ in revenue in 2.5 years
- Established EMC as the strategic information management partner
- Trusted advisor to the CIO/CTO and CISO

DELL EMC: New York, NY **2009-2011**
District Sales Manager

Commercial sales manager for New York City and Long Island. Responsibilities included managing 5 direct sales reps and 15 matrix resources in the district. Tasked with recruiting new talent, developing the existing team, and generating revenue growth.

- Quota responsibility for \$20m+
- Produced 250% growth in first quarter while leading a team that included members with less than 18 months of tenure.
- Opened 5 new key accounts yielding \$3.5million through focused demand generation

Vote to close
2019 Annual Town Meeting Warrant

ALL UPDATED OPERATING BUDGETS CAN BE FOUND
ONLINE:

[http://www.town.medfield.net/684/Proposed-FY20-
Operating-Budgets](http://www.town.medfield.net/684/Proposed-FY20-Operating-Budgets)

\$ Range	2019		2018		2017		2016		2015	
	AVG % INC	# PROP								
under 475,000	6%	854	3%	1128	1.50%	1267	4%	1357	5%	1534
475,000-699,999	4%	1640	2%	1544	1.40%	1445	3%	1396	4%	1262
700,000-999,999	2%	868	2%	830	0.70%	791	3%	755	3%	679
1,000,000+	2%	279	0%	278	0.20%	267	2%	252	3%	222
overall	3%	3641	2%	3780	1%	3770	3%	3760	4%	3697

All New Growth removed for FY 2019.

"Large" growth removed for all other years.



Evelyn Clarke <eclarke@medfield.net>

Fwd: One Day Alcohol license for The Trustees of Reservations

1 message

Kristine Trierweiler <ktrierweiler@medfield.net>
To: Evelyn Clarke <eclarke@medfield.net>

Tue, Jan 29, 2019 at 11:06 AM

----- Forwarded message -----

From: **Deb Lawrence** <dlawrence@thetrustees.org>
Date: Tue, Jan 29, 2019 at 11:05 AM
Subject: One Day Alcohol license for The Trustees of Reservations
To: ktrierweiler@medfield.net <ktrierweiler@medfield.net>
Cc: DA Hayden <dhayden@thetrustees.org>

To: Medfield Board of Selectmen

At the request of D.A. Hayden, General Manager, The Trustees Charles River Valley Management Unit, we are applying for a One Day Alcohol License for an event at Rocky Woods Reservation, Hartford St., Medfield, on Saturday, February 16, 2019. The event is entitled Brew Moon Hike and will occur from 6 pm to 8 pm. If you require any further information, please contact me at dlawrence@thetrustees.org or at 508-785-0339 ext. 3001.

Thank you for your consideration of this request.

Deb Lawrence

Administrative Assistant

The Trustees

37 Powisset Street

Dover, MA 02030

dlawrence@thetrustees.org

508-785-0339 ext. 3001



Evelyn Clarke <eclarke@medfield.net>

Trustees Rocky Woods Reservation Brew Moon Hike Beer provider

1 message

Deb Lawrence <dlawrence@thetrustees.org>

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

Thu, Jan 31, 2019 at 9:35 AM

Thanks for your call. Here is the information about the beer provider for our February 16 event at Rocky Woods..

Popular craft brewery Jack's Abby of Framingham will provide flights of beer for sampling after the hike and will describe the various flavor profiles.

Again – if there is any more information you need, please let me know.

Thanks so much for your help.

Deb Lawrence

Administrative Assistant

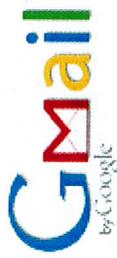
The Trustees

37 Powisset Street

Dover, MA 02030

dlawrence@thetrustees.org

508-785-0339 ext. 3001



Evelyn Clarke <eclarke@medfield.net>

Fwd: car wash request for Saturday September 7th

1 message

Sharon Reine <sharon.reine@gmail.com>

To: eclarke@medfield.net

Cc: Sharon Reine <sharon.reine@gmail.com>

Thu, Jan 31, 2019 at 6:56 AM

----- Forwarded message -----

From: **Sharon Reine** <sharon.reine@gmail.com>

Date: Thu, Jan 31, 2019 at 6:46 AM

Subject: car wash request for Saturday September 7th

To: <ecleake@medfield.net>

Cc: Sharon Reine <sharon.reine@gmail.com>

Hi Evelyn

Thanks again for all of your help yesterday. Below is my official request for the car wash if you require any additional information please let me know. Stay warm today!

The Medfield HS Field Hockey team would like to request a car wash on Saturday September 7th from 9AM - 1PM. The proceeds of the car wash would support the Field Hockey program . We appreciate your support

FH Captains /Moms

Caroline Nealon - (mom - Laurie Nealon)

Kelcey Harkins (mom - Sarah Harkins)

Mia Reine (mom -Sharon Reine)

Council on Aging requests a one-day wine and
malt beverage permit for event on Wednesday
February 20 *Dancing and Dining with
Frankie* 4-7PM

Town Administrator Goals and Objectives

January 1, 2019 to June 30, 2019

Financial

1. Update Budget Projection Worksheets with Financial Team
2. Create Budget Calendar for FY2021 Budget Process
 - a. Seek input from Town Departments, Warrant Committee, School Committee, Board of Selectmen
 - b. Compliance with Town Charter, Financial Policies, etc.
 - c. Submitted no later than first meeting in June, 2019

Communication

1. External: Utilize existing website/social media to increase online access to information
2. Internal: Monthly Department Head Meetings

Human Resources

1. Fill vacant positions in Accounting/Town Administration
 - a. Update job description for Assistant Town Administrator
 - b. Begin employment no later than July 1, 2019.
2. Work with Personnel Board to start outlining a process for annual evaluations for FY2021
3. I9/Medical Audit of HR files
4. Develop a proposal for reducing/limiting the Town's employee benefit costs beginning in FY2021

Town Government

1. Policies and Procedures for BOS adoption
 - a. Identify five highest priority areas for development of new policies and procedures
 - b. Implementation to occur in the 2019/2020 year
2. Work on identifying opportunities for Town Hall staff/building efficiencies

INFORMATIONAL

Commonwealth of Massachusetts

Jerome P. McDermott



Norfolk County Sheriff

January 23rd, 2019

Town Administrator Michael Sullivan
TOWN OF MEDFIELD
459 Main Street
Medfield, MA 02052

Michael

Dear Town Administrator Sullivan,

As I begin my role as Norfolk County Sheriff, I am writing you to ask for your assistance as I undertake this tremendous challenge. Over the last two decades, my predecessor established a legacy of success in programming, community outreach, and re-entry services for the offenders who are in custody at the Norfolk County Correctional Center. It is my goal to build on this legacy through collaboration with the community leaders in every community in Norfolk County.

By way of background, I reside in Westwood with my two daughters and golden retriever. I recently was the Chief of Staff for the Division of Capital Asset Management and Maintenance (DCAMM). I have also held positions in government /community relations and economic development for Eversource and served as the Executive Director of the South Shore Habitat for Humanity.

As a Boston City Councilor, my priorities included addressing drug and alcohol abuse through education prevention and awareness. I worked with my colleagues and with the state legislature to open the William J. Ostiguy High School for students attempting to maintain their sobriety. With the opioid epidemic impacting families in every neighborhood throughout the county, I firmly believe that the Norfolk Sheriff's Office can be a partner in effective innovative efforts such as this as we work to battle this epidemic.

I will reach out to you in the coming weeks to listen to ways that you believe that the Norfolk Sheriff's Office can be of assistance to you in Medfield. I would love to take you and your colleagues on a tour of the jail and to hear from our dedicated staff and some of the offenders in our custody. As my team and I work to find cost savings in our budget, I welcome your guidance on ways you have managed your municipal affairs.

Meanwhile, please do not hesitate to contact me by email at jmcdermott@norfolksheriffma.org or by phone at 781-751-3300. I am excited about what we can collectively accomplish over the coming months.

Sincerely,

Jerry McDermott

Jerry McDermott
Sheriff

memo

Community Opportunities Group, Inc.

To: Sarah Raposa, Town Planner
From: Courtney Starling
CC: Medfield Affordable Housing Trust
Date: 1/3/2019
Re: Mini-Market Analysis

Comments: As a follow up to the 12/6/18 Affordable Housing Trust meeting, the attached spreadsheet highlights the following information:

- baseline housing, economic, demographic, and municipal fiscal health information,
- regional development pipeline data; and
- a rental survey of recently completed apartment developments, with occupancy rates, affordability provision, and tax data.

Next Steps: Discussion at the January 10, 2019 AHT Meeting
Submission of a fiscal impact and market analysis from the May Rock Development Team

Conclusions:

1. There is significantly development activity occurring within the region; many communities are focusing on larger scale multi-family rental developments that include affordable housing even if they have already met the 10% threshold requiring the provision of affordable housing. Norfolk remains an exception which has primarily permitted large developments of single family homes during the past ten years. Based on occupancy rates, in spite of there being significant development, it appears there is still unmet demand.
2. The rate of development in Medfield appears to be slower on a per capita basis than in neighboring communities.
3. Rental rates vary significantly around the region, but show a stronger correlation in pricing related to the year built, than proximity to specific types of transit or Boston. Proximity to restaurants, dining, and other amenities do impact pricing, and increase the likelihood that a parking space comes at an additional fee.
4. Older buildings have the lowest vacancy rates, likely due to slightly lower rents and limited supply to meet those housing needs. In new buildings, one bedroom apartments have much higher vacancy rates than two-bedroom apartments. There is little to no vacancy in 3+ bedroom units, which are most frequently constructed as townhouses (and tend to be in addition to larger scale apartment buildings within the same development).
5. The average gross tax yield on a per unit basis in projects over 20 units in the rental sample was found to be \$2,200. All buildings in the sample constructed in the past ten years generated over \$3,000 per unit in tax revenue on an annual basis. Luxury developments like Charles River Landing in Needham generate nearly \$4,000 per unit.
6. It is useful to look at development from two perspectives: 1) How many units does it take to make a project financially feasible, and 2) How many units does it take for the project to be revenue positive to the host community?

Attachments: medfieldminimarket.xls

Overview

At the December 6, 2018 meeting of the Medfield Affordable Housing Trust, the Trust reviewed a proposal for a LIP project by May Rock Development to construct 56 units of rental housing and a VFW clubhouse. The project, although conceptually supported, was subject to a number of questions:

1. Is there sufficient demand for Medfield's market to support 56 new one-, two-, and three- bedroom rental units priced starting at \$1,800 in addition to those units recently permitted?
2. Could the design of the building be improved to mitigate visual impacts? Of particular interest is whether or not the building would be feasible with few units (i.e. removing the top story of the building).
3. Is rental a good program during a potential recession?
4. What are the costs to the Town to serve this development relative to project tax revenues? Will it be revenue negative, neutral, or positive?

The developer, May Rock Development, is largely charged with answering those questions with respect to their development. This mini-market analysis was done to benefit the Town's understanding of their position in the regional real estate submarket, identify what is in the development pipeline in neighboring communities, and evaluate a number of rental properties constructed between 2008 and 2018 (with one comp built in 1971 to demonstrate the relationship between building age, pricing, and vacancy).

Methodology

A profile was developed of Medfield and neighboring geographies to review demographic trends, labor participation, commuting characteristics and geographic proximity, and municipal fiscal health. These profiles were developed to help Trust members ascertain to what degree Medfield has commonality with its neighbors and comparable communities. The profiles contain a mix of publicly available data sourced from the American Community Survey (ACS), Massachusetts Department of Revenue, Massachusetts Department of Elementary and Secondary Education, local assessor's data, and the Massachusetts Department of Housing and Community Development.

The development pipeline data was provided by neighboring Town Planners and Building Commissioners during the course of December 2018. Each community was asked to provide a list of multi-family developments greater than 20 units that were permitted, are currently under construction, or were completed within the last five years with information regarding tenure, affordability, and age restriction. Some communities also chose to include single family development during the same time period, but in most cases that data was neither requested nor provided. As provision of data was voluntary, this data is not guaranteed to be 100% accurate, but does give a picture of comparative development activity.

The rental survey consists of a sample of buildings that were recently constructed, with one development from 1971 added to highlight some characteristics of older rental housing over the long-term. Rental developments were selected due to their size (above 20 units), location (proximate to Boston or transit), and availability of data. Vacancy rates were determined based on the number of apartments that were advertised as available on each development's website. Tax information is provided by local assessing data and the Massachusetts Department of Revenue.

Findings

It is generally accepted that with a growing population in Massachusetts and an increase in the number of single-person households, that there is significant demand in the Greater Boston Metropolitan Region for additional housing units. This is promulgated by a number of state policies, particularly the Housing Choice Communities program and the Smart Growth program, that are seeking to address issues related to affordability and stunted housing production that affect that state's quality of life indicators and economic competitiveness. Simply put, the cost of our housing relative to its quality, when compared on a national stage, is off-putting and Eastern Massachusetts tends to only be competitive with businesses relying on an extremely highly skilled and educated workforce. Consequently, the state is trying to address this problem by rewarding those communities who are building the housing critically needed to sustain future regional viability and success.

Relative to neighboring communities, Medfield's housing production rate is slow. Medfield is showing some success with respect to attracting smaller scattered site projects in the range of 12-16 units, but most communities are attracting and approving significantly larger developments. As multi-family is generally revenue positive (based on multiple fiscal impact studies performed by COG and other firms), requests to reduce unit counts may not be in the Town's best long-term financial interest – not only does it represent lost tax revenue, but if the building is

insufficiently capitalized to keep up with maintenance when thirty-year rated exterior building materials start to fail, the Town can inherit a potential blight. Hence it is important to also review proposals from a fiscal impact perspective in addition to reviewing design and compatibility. By no means is this an argument for building massive apartment complexes, but it is to offer a note of caution regarding unit reduction requests and weigh those against the municipal fiscal impact report prepared by the May Rock development team.

In addition to concerns regarding slow production, the other issue is potential vacancies and whether the housing proffered meets the widest potential range of housing needs. Of buildings analyzed in the rental market study, one-bedroom units had significantly higher vacancy rates than two- and three- bedroom apartments. This in part may be due to pricing as units tend to start at closer to \$2,000 a month for a one-bedroom while two- bedroom units are commonly offered at the \$2,200 price point. As much of Boston rental housing is priced on a per bedroom basis (e.g. assumes one paying adult per bedroom) rather than per unit basis, two-bedroom units tend to be favored because of the potential to defray costs by having a roommate, or are favored by couples who seek a guest room, but still have one paying adult per room in the balance. Although we are seeing a rise in single-person households, due to the demonstrated vacancies, it is likely we are overbuilding one-bedroom units at ultra-high price points. That said, there are few one-bedroom apartments in Medfield which should trigger some pent up demand for one bedroom units, and there is almost no vacancy to be found in three-bedroom apartments anywhere in the region. Three-bedroom units are rarely constructed (though the state is becoming more active on that issue) largely due to discrimination based on familial status due to the public costs associated with educating school-aged children, and there is significant demand for family rental housing. Whether circumstances change through divorce, layoffs, foreclosures, temporary relocation, or other factors, there is always unmet demand for rental family housing. There is also always unmet demand for cheaper rental housing.

With respect to cheaper rental housing, Stoney Brook Village in Millis is included as a sample because it is a good case study in most likely outcomes. As the buildings become more dated, the rental rates diminish slightly (they are not low by any means) and because they are marginally lower than new buildings, their vacancy rates tend to be rather low simply because lower cost apartments are in extremely short supply. If a rental complex is well-run, and well maintained, it will sustain for many years in this market offering a marginally more affordable refuge for those who cannot afford the price tag associated with brand new housing.

Moving forward, it is useful to look at development with two perspectives:

- 1) How many units does it take to make a project financially feasible; and
- 2) How many units does it take for the project to be revenue positive to the host community?

Finding the balance between the need for new growth and fiscal sustainability and mitigating impacts and managing negative community sentiment will remain a challenge. However, based on the regional market activity, it is reasonable expect the report submitted by May Rock will demonstrate that Medfield can support a development this size bearing the proposed rents and that it will be revenue positive.

Town	Demographics										Labor/Transportation							
	Population (2017)	Median Age	Under 18 %	65+ %	HH	HH Income	Fam/Non-Fam HH	WF Part. Rate	Commuter Rail	Distance to MBTA	Highway	Distance to Hwy	Miles to Boston	Mean Travel Time to Work				
Local Market	12,610	42.7	3.809	30.2%	1,542	12.2%	4,189 \$	153,847	3,322/667	6,342	68.7%	Norfolk	7 mi	i-95 Rte. 109	8 mi	24.2	38.7	
MEDFIELD	4,302	45	1,262	29.3%	725	16.9%	1,480 \$	170,802	1,272/208	2,153	65.5%	West Natick	4 mi	i-90 Natick	6 mi	25.4	36.7	
Sherborn	5,922	44.7	1,632	27.6%	952	16.1%	2,011 \$	204,018	1,756/255	2,869	63.1%	Walpole	8 mi	i-95 Rte. 109	5 mi	25.3	64.8	
Dover	8,144	45.3	1,720	21.1%	1,372	16.8%	3,100 \$	100,230	2,278/822	4,276	64.3%	Norfolk	5 mi	i-495 Rte. 16	8 mi	32.4	33.6	
Mills	19,665	42.9	6,132	24.6%	4,102	16.4%	8,933 \$	107,956	6,731/2,202	13,670	69.5%	Walpole	0 mi	i-95 Rte. 1	2 mi	26.9	34.4	
Walpole	11,671	43.3	2,602	22.3%	1,365	11.7%	3,183 \$	139,137	2,654/529	5,000	52.7%	Norfolk	0 mi	i-95 Rte. 1	7 mi	31.7	40.1	
Comm. outside Submarket																		
Foxborough	17,448	42.3	3,723	21.4%	2,693	17.0%	6,626 \$	98,199	4,550/2,076	9,987	70.5%	Walpole	6 mi	i-95 Rte. 140	2 mi	30	34.5	
Westwood	14,618	45	4,184	26.8%	3,016	19.3%	5,521 \$	145,799	4,231/1,290	8,107	67.6%	Norwood Depot	3 mi	i-95 Rte. 109	2 mi	23.3	34	
Natick	35,957	40.5	8,757	24.4%	5,531	15.4%	14,263 \$	106,027	9,527/4,736	20,431	72.7%	Natick	0 mi	i-90 Framingham	2 mi	21.5	32.5	
Canton	22,829	41.1	5,148	22.6%	4,001	17.5%	9,026 \$	96,583	5,917/3,109	12,803	70.4%	Canton Jct./Ctr.	0 mi	i-95 Neponset	2 mi	20.3	35	
Dedham	25,377	43.3	4,910	19.3%	5,014	19.8%	13,991 \$	89,514	6,194/3,678	13,991	66.4%	Dedham	0 mi	i-95 Rte. 1	2 mi	16	30.5	
Needham	30,429	43.6	8,193	26.9%	5,543	18.2%	10,652 \$	141,690	8,239/2,413	15,455	66.1%	Needham Ctr./Jct.	0 mi	i-95 Highland	2 mi	16.7	30.4	
Franklin	32,843	40	8,486	25.8%	3,873	11.8%	11,288 \$	111,935	8,394/2,894	18,263	71.3%	Franklin	0 mi	i-495 Rte. 140	1 mi	36.1	34.9	
Comm. outside Submarket																		
Weyland	13,700	44.4	3,626	26.5%	2,437	17.8%	4,999 \$	166,893	3,846/1,153	7,215	68.4%	West Natick	8 mi	i-90 Framingham	5 mi	20.2	34.6	
Sudbury	18,967	44.1	5,517	29.5%	2,853	15.3%	6,226 \$	170,945	5,443/783	9,296	65.7%	West Concord	6 mi	i-95 Weston	8 mi	23.5	33.3	

Town	Municipal Finance Indicators										Housing Supply				
	Avg. SF Tax Bill FY19	Tax Base Res % Tot	Res Tax Rate	School Pop	School S/T Ratio	Exp. per Pupil	# of Pub. Schools	Housing Units (2017)	Ownership	Rental	Single Fam	20+ Units	Median Value	40b Status (2017)	
Local Market	\$ 11,766	94.3%	17.87	2,629	13.0:1	\$15,250.52	97.8%	5	4,440	86.9%	13.1%	3.0%	\$ 633,500	7.2%	
MEDFIELD	\$ 15,952	95.4%	19.62	421	12.9:1	\$18,552.99	98.8% 1 + 2 Rgnl	5	1,550	93.3%	6.7%	2.3%	\$ 723,500	2.3%	
Sherborn	\$ 15,693	97.8%	12.93	492	11.8:1	\$23,335.38	98.8% 1 + 2 Rgnl	2,212	2,212	95.7%	4.3%	0.0%	\$ 1,006,800	0.9%	
Dover	\$ 7,354	90.0%	18.7	1,302	14.1:1	\$14,887.67	96.7%	3	3,228	84.2%	15.8%	6.4%	\$ 387,100	3.7%	
Mills	\$ 7,716	83.0%	15.1	3,804	13.4:1	\$15,172.93	98.0%	8	9,232	84.9%	15.1%	4.0%	\$ 457,200	5.4%	
Walpole	\$ 8,819	92.2%	18.29	951	12.5:1	\$14,966.08	93.5% 2 + 2 Rgnl	3,334	3,334	94.9%	5.1%	0.0%	\$ 469,100	4.1%	
Comm. outside Submarket															
Foxborough	\$ 6,681	73.4%	14.7	2,596	12.8:1	\$16,798.29	99.5%	5	6,772	65.3%	34.7%	7.2%	\$ 392,800	12.5%	
Westwood	\$ 11,299	74.3%	14.65	3,122	13.3:1	\$17,708.33	96.1%	8	5,582	86.1%	13.9%	16.1%	\$ 663,000	10.7%	
Natick	\$ 7,793	79.0%	12.71	5,507	13.6:1	\$15,560.34	99.0%	8	14,882	71.9%	28.1%	10.5%	\$ 497,200	10.4%	
Canton	\$ 6,708	61.0%	12.4	3,310	13.4:1	\$15,396.91	95.9%	6	9,257	77.3%	22.7%	8.3%	\$ 460,200	12.5%	
Dedham	\$ 7,074	67.6%	14.15	2,658	10.9:1	\$19,794.84	92.9%	7	10,246	69.1%	30.9%	14.3%	\$ 416,500	10.9%	
Needham	\$ 11,402	76.9%	12.39	5,666	13.9:1	\$17,390.02	97.6%	8	10,693	82.6%	17.4%	9.3%	\$ 752,000	12.6%	
Franklin	\$ 6,502	80.3%	14.66	5,291	13.2:1	\$14,011.01	95.6%	11	11,620	81.3%	18.7%	6.8%	\$ 403,000	11.9%	
Comm. outside Submarket															
Weyland	\$ 13,355	91.0%	18.28	2,702	12.4:1	\$18,483.99	97.5%	5	5,268	89.1%	10.9%	4.2%	\$ 661,500	5.1%	
Sudbury	\$ 13,719	95.1%	17.91	2,696	13.0:1	\$15,698.52	91.1% 5 + 1 Rgnl	6,356	6,356	92.2%	7.8%	2.8%	\$ 668,500	11.3%	



6 Bowdoin Square, 10th Floor
Boston, MA 02114
857-415-5123
niall.s.connors@verizon.com

Niall Connors
Franchise Service Manager

BY FEDERAL EXPRESS

January 31, 2019

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

Subject: Annual Complaint Filing

Dear Honorable Selectmen:

Pursuant to M.G.L. c. 166A, §10, Verizon New England, Inc. ("Verizon New England") is required to file with the Department of Telecommunications and Cable and Issuing Authorities an annual report on complaints received regarding our Fios TV service. The report reflects complaints received by Verizon during the previous year ending December 31. The Department of Telecommunications and Cable has adopted Form 500 as the prescribed form for complying with this annual reporting requirement. Please find attached Verizon New England's 2018 Form 500 for the Town of Medfield.

Should you or your staff have any questions, please contact me at 857-415-5123. Verizon New England appreciates the opportunity to bring Fios TV to your community.

Sincerely,

Niall Connors
Franchise Service Manager

cc: Medfield Town Counsel
Medfield Cable Advisory Committee

Form 500 Complaint Data - Paper Filing

City/Town: Medfield

Cable Company: Verizon New England Inc.
 Address: 6 Bowdoin Square, Boston, MA 02114
 Contact: Niall Connors
 Phone: 857 415-5123
 E-Mail: niall.s.connors@verizon.com

Filing Year: 2018

Number of Subscribers: 2,168

Average Resolution Time:

<1> Less than 1 Day, <2> 1-3 Days, <3> 4-7 Days, <4> 8-14 Days, <5> 15-30 Days, <6> >30 Days

Manner of Resolution:

A. Resolved to the satisfaction of both parties., B. Resolved, customer dissatisfied., C. Not Resolved.

	Total Complaints	AVG. Resolution Time (see code above)	Manner of Resolution (see code key above for the manner represented by the letters below) The number below each letter indicates the number of complaints resolved in that manner.		
			A.	B.	C.
Advertising/Marketing	0	0	0	0	0
Appointment/Service call	0	0	0	0	0
Billing	1	1	1	0	0
Customer Service	0	0	0	0	0
Defective Notice	0	0	0	0	0
Equipment	73	2	67	6	0
Installation	0	0	0	0	0
Reception	0	0	0	0	0
Service Interruption	0	0	0	0	0
Unable to Contact	0	0	0	0	0
Failure to Respond to Original Complaint	0	0	0	0	0
Other:	0	0	0	0	0

Form 500 Service Interruption Data - Paper Filing

City/Town: MEDFIELD

Cable Company: Verizon New England, Inc.
 Address: 6 Bowdoin Square, Boston, MA 02114
 Contact: Niall Connors
 Phone: 857 415-5123
 E-Mail: niall.s.connors@verizon.com

Filing Year: 2018
 Number of Subscribers: 2168
 Average Resolution Time:

<1> Less than 1 Day, <2> 1-3 Days, <3> 4-7 Days, <4> 8-14 Days, <5> 15-30 Days, <6> > 30 Days

Date Service Interruption Began	Average Resolution Time (see Code Key above)	Estimated # of Subscribers Affected
1/14/2018	1	18
2/4/2018	1	2324
2/10/2018	1	2324
2/15/2018	1	2324
3/4/2018	1	2323
3/13/2018	1	2319
3/13/2018	1	2318
3/23/2018	1	2315
5/31/2018	1	2293
8/9/2018	1	54
8/9/2018	1	2250
8/14/2018	1	2246
8/21/2018	1	2242
9/19/2018	1	2219
9/19/2018	1	364
10/4/2018	1	2216
10/5/2018	1	2178
12/3/2018	1	2167
12/19/2018	1	2170
12/20/2018	1	



January 30, 2019

Via UPS

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

Dear Chairman and Members of the Board:

Pursuant to G.L. Ch. 166A, Section 10, Comcast is pleased to provide a copy of its Form 500 for 2018. The Form 500 contains information on customer video service related issues in your community and how Comcast responded, including the time taken to resolve these complaints. For the Form 500, the Massachusetts Department of Telecommunications and Cable defines a complaint as:

Any written or verbal contact with a cable operator in connection with subscription in which a person expresses dissatisfaction with an act, omission, product or service that is (1) within the operator's control, and (2) requires a corrective measure on the part of the operator.

Comcast also has forwarded a copy of the enclosed Form 500 to the Department of Telecommunications and Cable.

If I can be of further assistance on any matter related to the Form 500, please contact me at 508-884-2326.

Very truly yours,

A handwritten signature in blue ink that reads "Robert F. Sullivan".

Robert F. Sullivan
Sr. Manager, Government and Community Relations

cc: Department of Telecommunications and Cable

RECEIVED
JAN 31 2019
MEDFIELD SELECTMEN

Form 500 Complaint Data

Code Key: Manner of Resolution

A. Resolved to the satisfaction of both parties.
 B. Resolved, customer dissatisfied. C. Not Resolved.

Code Key: Avg. Resolution Time

<1> Less than 1 Day <2> 1-3 Days <3> 4-7 Days <4> 8-14 Days
 <5> 15-30 Days <6> >30 Days

Town
 Year
 Subscribers

Manner of Resolution (see code key above for the manner represented by the letters below) The number below each letter indicates the number of complaints resolved in that manner.

	Total Complaints	Avg Resolution Time (see code above)	A.	B.	C.
Advertising/Marketing	0	1	0	0	0
Appointment Service Call	0	1	0	0	0
Billing	5	2	5	0	0
Customer Service	0	1	0	0	0
Equipment	3	2	3	0	0
Installation	4	2	4	0	0
Other	0	1	0	0	0
Other	0	1	0	0	0
Reception	1	2	1	0	0
Service Interruption	3	2	2	1	0

Form 500 Service Interruption Data

Code Key: Duration of Service Interruption

<1> Less than 1 Day <2> 1-3 Days <3> 4-7 Days <4> 8-14 Days <5> 15-30 Days <6> >30 Days

Town	Medfield	Year	2018	Subscribers	1664	Duration of Service Interruption (see Code Key above)
Medfield	Medfield	2018	7/6/2018 11:42:00 AM	1		1
Medfield	Medfield	2018	11/22/2018 5:05:00 PM	1		1
Medfield	Medfield	2018	10/22/2018 2:10:00 AM	1		1
Medfield	Medfield	2018	5/26/2018 6:57:00 AM	1		1
Medfield	Medfield	2018	8/30/2018 12:53:00 PM	1		1
Medfield	Medfield	2018	12/18/2018 4:33:00 AM	1		1
Medfield	Medfield	2018	7/6/2018 11:36:00 AM	1		1
Medfield	Medfield	2018	7/6/2018 11:36:00 AM	1		1
Medfield	Medfield	2018	3/22/2018 12:25:00 PM	1		1
Medfield	Medfield	2018	3/11/2018 6:18:00 PM	1		1
Medfield	Medfield	2018	3/8/2018	1		1
Medfield	Medfield	2018	3/2/2018 4:45:00 PM	1		1
Medfield	Medfield	2018	1/21/2018 11:43:00 AM	1		1
Medfield	Medfield	2018	1/7/2018 4:33:00 AM	1		1
Medfield	Medfield	2018	1/2/2018 6:00:00 AM	1		1
Medfield	Medfield	2018	1/2/2018 1:50:00 AM	1		1
Medfield	Medfield	2018	1/2/2018 12:40:00 AM	1		1
Medfield	Medfield	2018	9/25/2018 7:19:00 PM	1		1