

TOWN OF MEDFIELD

# MEETING NOTICE

POSTED:

RECEIVED TOWN CLERK  
TOWN OF MEDFIELD

2020 JAN 31 P 12:52

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
Warrant Committee Room <b>EXECUTIVE SESSION</b>	Tuesday, February 4, 2020 6:00PM
Town Hall Chenery Meeting Room	Tuesday, February 4, 2020 7:00 PM

## AGENDA (SUBJECT TO CHANGE)

### 6:00 Call Meeting to Order

*Vote to go into Executive Session:*

Exemption 3: To discuss strategy with respect to pending or threatened litigation: Medfield Police Officer 3<sup>rd</sup> Party Injury Claim and Chapel Hill Estates

*Resume in Open Session*

### Announcement

Disclosure of Video Recording

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

Representative Dooley to hold office hours on Thursday, Feb 6<sup>th</sup> from 11:30 to 12:30 at the Town House, Warrant Committee Room

Norfolk County Registry of Deeds to hold office hours on Thursday, Feb 13<sup>th</sup> from 10:00 to 12:00 at the Town House, Chenery Hall.

### Citizen Comment

Brian Nixon, Proposed Rosebay Project

### Appointments

Russ Hallisey, Approval of New Life Furniture Annual 5K Roadrace at Medfield State Hospital

Jean Mineo, Discussion of Cultural Center lease

### Action Items

Maurice Goulet, DPW Director, requests the Board of Selectmen to vote to accept the SSERG award for DPW Services for 2/1/2020 to 1/31/2021.

Selectmen are requested to vote to sign the March 3, 2020 Warrant for the Presidential Primary

**FY 2021 Budget**

Annual/Capital Budget discussion  
Annual Town Meeting Warrant Articles

**Pending**

MSH Development Committee

**Town Administrator Update**

Town Administrator request the Board of Selectmen vote to appoint Jim Mullen as Interim Town Clerk beginning March 4, 2020

**Licenses and Permits (consent agenda)**

Soles of Medfield request permission to hold a 10K Road Race on Sunday, June 11, 2020

**Approval of Minutes**

January 7, 2020

**Next Meeting Dates**

February 12 ZBA, Chapel Hill Modification  
February 18 Board of Selectmen (Annual Town Meeting Warrant will close)

**Selectmen Report**

**Informational**

Copy of legal notice from Conservation Commission  
Annual Complaint Filing for Verizon  
Program Changes for Verizon and Comcast

RECEIVED  
TOWN OF MEDFIELD, MASS.  
2020 JAN 31 P 12:52  
OFFICE OF THE  
TOWN CLERK

*E. Clarke*

*1-31-2020*

**Southeastern Regional Services Group**  
**DPW SERVICES AWARDS for 2/1/20-1/31/21**

The Board of Selectmen of the Town of Medfield voted at their meeting held on \_\_\_\_\_ to award contracts to the bidders listed below under the SERSG DPW Services IFB for a twelve month period commencing 2/1/20. This award is conditioned upon the receipt of the appropriate documents specified in the above IFB. The SERSG Regional Administrator will collect these documents on behalf of the Board of Selectmen and present them to the Board for final approval and signature.

<u>ITEM NO. and DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>Estimated</u>	<u>Total Value</u>
		<u>Quantity</u>	
<b>1. PAVEMENT RECLAMATION</b>			
<i>Murray Paving &amp; Reclamation, Holliston, MA</i>			
<i>WINNING BIDDER'S NAME</i>			
Pavement Reclamation	\$ 1.95 sq yd	11,500	\$ 22,425.00
Calcium Chloride for dust control	\$ 1.15 gallon	\$	-
Adjust Structures	\$ 0.01 each	\$	-
Structure Remodeling	\$ 0.01 each	\$	-
Structures Rebuilt	\$ 275.00 vert ft	\$	-
Excess Loading of Reclaimed Material	\$ 11.00 cubic yd	\$	-
Lower/Raise Manholes	\$ 550.00 each	\$	-
Lower/Raise Water Gates	\$ 255.00 each	\$	-
Lower/Raise Gas Gates	\$ 0.01 each	\$	-
Trucking	\$ 85.00 hour	\$	-
	<b>Item Sub-Total</b>	<b>\$</b>	<b>22,425.00</b>

**5. SUPER PAVE HOT MIX ASPHALT ZONE E: Medfield, Norfolk**

*Aggregate Industries, Saugus, MA*

*WINNING BIDDER'S NAME*

SuperPave application	\$ 77.20 per ton	8,000	\$ 617,600.00
Bitumen Tack Coat	\$ 4.00 per gallon	2,400	\$ 9,600.00
Hot Poured Rubberized Asphalt Sealer	per lin ft	0	\$ -
Warm Mix Additive	\$ 1.50 per gallon	8,000	\$ 12,000.00
Cold Planing	\$ 2.61 per sq yd	50,000	\$ 130,500.00
Structure Adjustments	\$ 230.00 each	70	\$ 16,100.00
Structure Remodels	\$ 480.00 each	6	\$ 2,880.00
Structure Rebuilds	\$ 300.00 per vert ft	20	\$ 6,000.00
Lower and raise manholes	each	<b>0 0</b>	
Lower and raise water gates	\$ 300.00 each	30	\$ 9,000.00
Lower and raise gas gates	\$ 300.00 each	5	\$ 1,500.00
Hand Work	\$ 130.00 per ton	100	\$ 13,000.00
Unclassified Excavation	cub yds	0	\$ -
Sawcutting	\$ 1.00 per lin ft	5,000	\$ 5,000.00
Playgrounds/Parking Lots	\$ 150.00 per ton	0	\$ -
	<b>Item Sub-Total</b>	<b>\$</b>	<b>823,180.00</b>

**Southeastern Regional Services Group**  
**DPW SERVICES AWARDS for 2/1/20-1/31/21**

<u>ITEM NO. and DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>Estimated</u>	<u>Quantity</u>	<u>Total Value</u>
<b>7. RUBBER CHIP SEAL</b>				
<i>All States Asphalt, Sunderland, MA</i>				
<i>WINNING BIDDER'S NAME</i>				
Rubber Chip Seal	\$ 5.00 per sq yd	55,000	\$	275,000.00
Level/Shim Course	\$ 150.00 per ton	200	\$	30,000.00
			<b>Item Sub-Total</b>	<b>\$ 305,000.00</b>
 <b>10. BONDED WEARING COURSE</b>				
<i>All States Asphalt, Sunderland, MA</i>				
<i>WINNING BIDDER'S NAME</i>				
Bonded Wearing Course application	\$ 6.95 per sq yd	13,000	\$	90,350.00
Leveling Course	\$ 150.00 per ton	100	\$	15,000.00
structure Adjustments	\$ 370.00 each	20	\$	7,400.00
Structure Remodels	\$ 1,300.00 each		\$	-
Structure Rebuilds	\$ 290.00 per vert ft		\$	-
			<b>Item Sub-Total</b>	<b>\$ 112,750.00</b>
 <b>11. CRACK SEALING</b>				
<i>Indus, Inc, Braintree, MA</i>				
<i>WINNING BIDDER'S NAME</i>				
	\$ 5,520.00 per day		\$	-
	\$ 9.14 per gallon	6,000	\$	54,840.00
			<b>Item Sub-Total</b>	<b>\$ 54,840.00</b>
 <b>13. CHLORINATED RUBBER TRAFFIC LINE PAINTING</b>				
<i>Markings, Inc. Pembroke, MA</i>				
<i>WINNING BIDDER'S NAME</i>				
4" White or Yellow lines	\$ 0.047 per lin ft	1,500,000	\$	70,500.00
4" Yellow Hatch Lines	\$ 0.250 per lin ft	1,000	\$	250.00
Crosswalks	\$ 0.475 per lin ft	5,000	\$	2,375.00
Stopline	\$ 0.475 per lin ft	5,000	\$	2,375.00
Stop Words	\$ 17.500 each	10	\$	175.00
Parking Lines	\$ 0.250 per lin ft	5,000	\$	1,250.00
Ts and Ls	\$ 3.500 each	100	\$	350.00
Directional arrows (federal)	\$ 21.500 each	50	\$	1,075.00
8' "only"	\$ 31.500 each	5	\$	157.50
3' "only"	\$ 10.000 each	5	\$	50.00
8' "school"	\$ 48.500 each	5	\$	242.50
Traffic Islands	\$ 15.000 each	5	\$	75.00
Railroad Crossings	\$ 75.000 each	10	\$	750.00
Removal of Existing Paint Lines	\$ 1.050 per sq ft	1,000	\$	1,050.00
Grinding for Inlay	\$ 0.750 per sq ft	0	\$	-
			<b>Item Sub-Total</b>	<b>\$ 80,675.00</b>

**Southeastern Regional Services Group  
DPW SERVICES AWARDS for 2/1/20-1/31/21**

<u>ITEM NO. and DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>Estimated Quantity</u>	<u>Total Value</u>
<b>16. GUARD RAILS, INSTALLATION OF STEEL BEAM</b>			
<i>Premier Fence, Canton MA</i>			
<i>WINNING BIDDER'S NAME</i>			
Straight (Galvanized, Metal Posts)	\$ 32.50 per foot	500 \$	16,250.00
Straight (Galvanized, Wooden Posts)	\$ 32.50 per foot	50 \$	1,625.00
Straight (Rust, Wooden Posts)	\$ 32.50 per foot	300 \$	9,750.00
Curved (Galvanized)	\$ 25.00 per foot	100 \$	2,500.00
Curved (Rust)	\$ 25.00 per foot	100 \$	2,500.00
End Pieces (Galvanized)	\$ 85.00 each	4 \$	340.00
End Pieces (Rust)	\$ 85.00 each	4 \$	340.00
<b>Item Sub-Total</b>			<b>\$ 33,305.00</b>

**17. STRUCTURE WORK**

*L A L Construction, Fall River, MA*

<u>WINNING BIDDER'S NAME</u>	<u>Est Qty</u>
Structures Adjusted (1-5 structures per mobilization)	\$ 800.00 per structure
Structures Adjusted (6-10 structures per mobilization)	\$ 700.00 per structure
Structures Adjusted (11-20 structures per mobilization)	\$ 600.00 per structure
Structures Adjusted (20+ structures per mobilization)	\$ 600.00 per structure
<b>AVERAGE PRICE - ADJUSTED</b>	<b>\$ 675.00 per structure</b>
Structures Remodeled (1-5 structures per mobilization)	\$ 700.00 per structure
Structures Remodeled (6-10 structures per mobilization)	\$ 700.00 per structure
Structures Remodeled (11-20 structures per mobilization)	\$ 600.00 per structure
Structures Remodeled (20+ structures per mobilization)	\$ 600.00 per structure
<b>AVERAGE PRICE - REMODELED</b>	<b>\$ 650.00 per structure</b>
Structures Rebuilt (1-5 structures per mobilization)	\$ 700.00 per vert ft
Structures Rebuilt (6-10 structures per mobilization)	\$ 700.00 per vert ft
Structures Rebuilt (11-20 structures per mobilization)	\$ 600.00 per vert ft

**Southeastern Regional Services Group  
DPW SERVICES AWARDS for 2/1/20-1/31/21**

<u>ITEM NO. and DESCRIPTION</u>	<u>UNIT PRICE</u>	<u>Estimated Quantity</u>	<u>Total Value</u>
Structures Rebuilt (20+ structures per mobilization)	\$ 300.00 per vert ft		
<b>AVERAGE PRICE - REBUILT</b>	<b>\$ 575.00 per vert ft</b>	10	\$ 5,750.00
	<b>Item Sub-Total</b>		<b>\$ 39,250.00</b>

**19. CATCH BASINS CLEANED**

*R J Gabriel, Bridgewater, MA*

*WINNING BIDDER'S NAME*

Contents deposited in town	\$ 15.30 each	2,000	\$ 30,600.00
Contents removed from town	\$ 26.80 each		\$ -
	<b>Item Sub-Total</b>		<b>\$ 30,600.00</b>

**20. CATCH BASINS CLEANED & SUMPS MEASURED**

*R J Gabriel, Bridgewater, MA*

*WINNING BIDDER'S NAME*

Contents deposited in town	\$ 16.30 each	400	\$ 6,520.00
Contents removed from town	\$ 28.80 each		\$ -
	<b>Item Sub-Total</b>		<b>\$ 6,520.00</b>

**21. TUB GRINDING**

*WicklowWood, Northbridge, MA*

*WINNING BIDDER'S NAME*

	\$ 385.00 per hour	24	\$ 9,240.00
	<b>Item Sub-Total</b>		<b>\$ 9,240.00</b>

**27. SNOW SHOVELING ON FLAT ROOVES**

***NO BIDS RECEIVED***

	per hour	200	\$ -
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**GRAND TOTAL \$ 1,517,785.00**

Signatures

\_\_\_\_\_

**Chair and members of the Board of Selectmen**

\_\_\_\_\_

**Board Member**

\_\_\_\_\_

**Board Member**

COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH  
WARRANT FOR PRESIDENTIAL PRIMARY  
MARCH 3, 2020

Norfolk, SS

To either of the Constables of the Town of Medfield

GREETINGS:

In the name of the Commonwealth you are hereby required to notify and warn the inhabitants of the Town of Medfield who are qualified to vote in Primaries to vote at Precincts 1, 2, 3, 4 at the CENTER OF MEDFIELD on Ice House Rd, **TUESDAY, THE THIRD DAY OF MARCH, 2020** from 6:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the Presidential Primary for the candidates of political parties for the following offices:

PRESIDENTIAL PREFERENCE .....FOR THIS COMMONWEALTH  
STATE COMMITTEE MAN..... BRISTOL & NORFOLK  
STATE COMMITTEE WOMAN..... BRISTOL & NORFOLK  
WARD OR TOWN COMMITTEE.....MEDFIELD

Hereof fail not and make return of this warrant with your doings thereon, unto the Town Clerk at the time and place of election aforesaid. Given unto our hands this \_\_\_\_\_ day of February in the year Two Thousand Twenty

Gustave H. Murby, Chair

Osler L. Peterson

Michael T. Marcucci  
SELECTMEN OF MEDFIELD

By virtue of this warrant, I have notified and warned the inhabitants of the Town of Medfield, qualified to vote in elections, to meet at the time and for the purpose named, by posting attested copies of the same at five public places seven days before the date of the meeting as within directed.

Constable:

Date:

A TRUE COPY ATTEST:

Town Clerk

COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH  
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Constable:

Date:

A TRUE COPY ATTEST:

Town Clerk

## Murphy, Deirdre

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**From:** Deirdre Murphy <deirdremurphy39@gmail.com>  
**Sent:** Sunday, November 17, 2019 2:00 PM  
**To:** Murphy, Deirdre; Deirdre Murphy  
**Subject:** Fwd: October 30 public records request

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

**From:** MEDFIELD HOUSING AUTH <[medfieldha@comcast.net](mailto:medfieldha@comcast.net)>  
**Date:** Sat, Nov 16, 2019 at 2:29 PM  
**Subject:** Re: October 30 public records request  
**To:** Deirdre Murphy <[deirdremurphy39@gmail.com](mailto:deirdremurphy39@gmail.com)>  
**CC:** Lisa Donovan <[clubdonovan@gmail.com](mailto:clubdonovan@gmail.com)>

Ms. Murphy,

We are in receipt of your public records request dated October 30, 2019, concerning the proposed development allocated at [30 Pound Street](#) (the "Development"). This letter confirms that the Medfield Housing Authority (the "MHA") only issued one Request For Proposals ("RFP") with regard to the Development. The RFP sought a consultant to develop a strategy to obtain the necessary financing, structure ownership and develop housing. Moreover, at the MHA's discretion, the selected consultant may also be asked to (a) solicit, negotiate, contract and coordinate the work of all other project consultants, including architects, green building designers, engineers and attorneys; (b) coordinate the entire development of the project; and (c) coordinate the management and operation of the project. Ultimately, MHA selected Newgate Housing LLC ("Newgate"). Newgate is going to handle all of the work as set forth in the RFP.

Thank you for your interest in the community. We look forward to having a fantastic new development for our seniors.

Sincerely,  
Candace Avery  
Executive Director  
PHM, MPHA, MCPPO

On November 15, 2019 at 3:29 PM Deirdre Murphy <[deirdremurphy39@gmail.com](mailto:deirdremurphy39@gmail.com)> wrote:

Dear Candace,

I'm writing to follow up on my October 30 records request because I have not received a response. I believe the MHA's response is due today. Please advise.

Thank you.

Deirdre Murphy

**MEDFIELD HOUSING AUTHORITY**

**REQUEST FOR PROPOSALS**

Proposals Due: 4/19/2017 - 10:00 a.m.

**I. Invitation to Bid**

Pursuant to M.G.L. c. 30B §6, the Medfield Housing Authority ("MHA") acting by and through its Executive Director as the MHA's chief procurement officer, hereby requests proposals from affordable housing consultants to provide consulting services on an "as needed" basis to evaluate potential affordable housing development opportunities for the MHA. See Section II below.

The purpose of this RFP is to select a Consultant who can demonstrate the qualifications and capacity necessary to (a) best provide the services set forth in Section II below, and (b) best meet the Evaluation Criteria described in Section III. This RFP provides certain information about the Scope of Services in Section II, Instructions to proposers in Section IV, Submission Requirements in Section V, and Selection Process in Section VI.

**II. Scope of Services**

**A. Consultant's Obligations.** The Consultant shall perform the following tasks:

**1. Evaluation of Specific Projects on Specific Sites**

(a) The Consultant shall evaluate the financial feasibility, including the viability of obtaining the necessary financing and public and private subsidies for the construction, maintenance, and operation of potential affordable housing developments. The Consultant shall address the following matters and questions when evaluating specific projects:

- i. whether market conditions are favorable or unfavorable for the type of housing being proposed;
- ii. what the likely sources for funds would be for the project, whether the MHA or its affiliates are likely to receive the funding commitments or allocations from the governmental agencies, and other investments (public or private) that are required for the projects financial viability, and the timeframe for obtaining them;
- iii. whether the proposed site appears viable for the anticipated design of the project, including such factors as access and egress (sight lines, legal access, etc.), environmental features (e.g., wetlands), and physical features (e.g., soils, topography); and

- iv. the development permits and approvals that will be required, the process and timeframe for obtaining them, and the likelihood of obtaining them.
- v. if the development will be viable financially from an operations perspective and the amount of funding needed based upon a proposed development or redevelopment scenario.

2. Preparation and Implementation of Development Strategy

(a) For projects that the MHA desires to proceed with, the Consultant shall develop strategy for obtaining the necessary financing and public and private subsidies for the construction, maintenance, and operation of the Project (the "finance Strategy"). In connection with this task, the Consultant shall provide technical and professional (but not legal) advice to the MHA concerning how best to structure the ownership and investor entities in the Project (i.e., non-profit, LLP, LLC, etc.) so as to maximize the objectives of Finance Strategy (i.e., the sale of tax credits, the accumulation of public subsidies, etc.).

(b) At the discretion of the MHA, the Consultant may be asked to implement a Finance Strategy for a specific project. In connection with this task the Consultant shall:

- (i) prepare all applications for pre-development, development, green housing, subsidy financing, Section 8 Project Based Funding, tax credits, and any other financing or subsidy option that MHA may direct;
- (ii) diligently pursue all financing and subsidy applications with public and quasi-public agencies (i.e., DHCD, CEDAC, etc.), lenders, subsidy administrators and their respective representatives;
- (iii) solicit and negotiate with purchasers of any tax credits allocated for the Project, including through the use of a third party syndicator if the MHA and the Consultant deem appropriate;

(c) At the discretion of the MHA, the Consultant may be asked to solicit, negotiate, contract with and coordinate the work of all Project consultants including the architects, green building designers, engineers, and attorneys in the planning, permitting, and financing of the Project. In connection with this task the Consultant shall:

- (i) coordinate the preparation and implementation of any applications for federal, state or local permits required for the Project (i.e., Order of Conditions, etc.);
- (ii) coordinate the preparation, filing and advocacy of any special legislation to exempt the Project from certain state laws;

(iii) coordinate the creation of any legal entities deemed necessary by the MHA for the financing and development of the Project, and shall coordinate the transfer of any fee or leasehold interest in the Project site to any such entities as directed by the MHA; and

(iv) provide technical and professional advice and assistance in the selection and negotiation with the General Contractor for the Project.

(d) At the discretion of the MHA, the Consultant may be asked to coordinate the development of the project, which may include such tasks as:

(i) the preparation, review, negotiation and execution of all documents relating to the creation of legal entities, transfer of fee or leasehold interests, and the financing of the Project;

(ii) assistance with the monitoring and supervising the construction of the Project and preparing construction-period requisitions, as requested by the MHA;

(iii) responsibility for ensuring that the MHA is constantly in full compliance with all terms and conditions of its financing and subsidies for the Project, and coordination of the preparation, execution and filing of any and all documents required by said lenders, investors, and subsidizing agencies and partners; and

(iv) the performance of all other Project-related tasks that are customarily performed by a development consultant for similar projects, or as may be reasonably requested by the MHA.

(e) At the discretion of the MHA, the Consultant may be asked to coordinate the management and operation of the Project, which may include such tasks as:

(i) provide technical and professional advice concerning the fiscal transition of the Project from construction to operations

(ii) assist in initial income-qualification of prospective tenants;

(iii) coordinate on behalf of the MHA the preparation, review, negotiation and execution of all documents relating to the permanent financing of the Project;

(iv) prepare all reports and documents required by Project lenders, investors, or funders, including cost certifications, upon completion of the construction of the Project; and

(v) review monthly reports from the property manager and prepare and file any reports required by the Project's lenders, investors or funders.

**B. Other Minimum Terms of the Consulting Contract**

1. Duration of Agreement. The initial term of the contract is 1 year, commencing upon execution of the contract, subject to renewal for five additional one-year terms by the MHA.

2. Insurance. The Consultant must secure, at its own expense, professional services liability insurance with a limit of at least \$1,000,000 per claim and in the aggregate, and shall maintain such policy for the duration of the term.

3. Ownership and Use of Documents. All work product including plans, application materials, research memoranda, reports, and data in any form prepared or created under the contract shall be the property of the MHA.

4. Termination. The obligation to provide services under the Agreement may be terminated by either party upon thirty (30) days written notice in the event of a substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party.

**III. Evaluation Criteria**

All responsive proposals must meet the following minimum threshold criteria:

- Complete conformance with all submission requirements;
- Experience in the development or management of affordable housing;
- Certification of compliance for all state and local taxes.

Consultants meeting the minimum threshold criteria will also be judged on the following comparative evaluation criteria based on experience and track record:

**Evaluation of Non-Price Proposals**

- A. The evaluations of the non-price proposals will be made by evaluators who have no knowledge of the price proposals to ensure that the qualitative assessments are not influenced by consideration of price.
- B. Non-price proposals that meet all of the submission requirements in Part II of this RFP will be evaluated and rated solely on the basis of the evaluation criteria contained in this section. In evaluating each non-price proposal, the evaluation committee shall assign a rating of highly advantageous, advantageous, not advantageous or unacceptable for each of the criteria. The evaluation committee may

identify any revisions necessary to change a rating on a criterion from unacceptable to advantageous and shall specify such changes in writing.

C. Each non-price proposal will be assigned a rating for each of the following criteria, which are weighted as indicated below; the order of criteria does not imply priority. See chart on following pages.

Rating Category	Highly Advantageous (HA)	Advantageous (A)	Not Advantageous (NA)	Unacceptable (UA)
1. Total # of affordable housing units developed	The firm that has successfully completed more than 200 affordable units within the past five years.	The firm that has successfully completed more than 100 affordable units within the past five years.	The firm that has successfully completed more than 50 affordable units within the past five years.	The firm that has successfully completed less than 25 affordable units within the past five years.
2. Experience with LHTC	The firm or key personnel that has successfully completed more than 15 projects within the past five years.	The firm or key personnel that has successfully completed at least 10 projects within the past five years.	The firm or key personnel that has successfully completed at least more than 5 projects within the past five years.	The firm or key personnel that has successfully completed one or more projects within the past five years.
3. Experience with Tax Credit and Historic Tax Credit	The firm or key personnel that has successfully completed 5 or more projects within the past five years.	The firm or key personnel that has successfully completed 2 or more projects within the past five years.	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	The firm or key personnel that has not successfully completed a project within the past five years.
4. Experience with FHLB and Foundation/Other Grant Funding	The firm or key personnel that has successfully completed 5 or more projects within the past five years.	The firm or key personnel that has successfully completed 2 or more projects within the past five years.	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	The firm or key personnel that has not successfully completed a project within the past five years.

<b>Rating Category</b>	<b>Highly Advantageous (HA)</b>	<b>Advantageous (A)</b>	<b>Not Advantageous (NA)</b>	<b>Unacceptable (UA)</b>
<b>5. Experience with Housing Authorities and Control Non-Profits</b>	The firm that has successfully worked with more than 10 HA or Non-profits organizations within the past five years.	The firm that has successfully worked with more than 5 HA or Non-profits organizations within the past five years.	The firm that has successfully worked with more than 2 HA or Non-profits organizations within the past five years.	The firm that has unsuccessfully worked for HA or Non-profits organizations within the past five years.
<b>6. Experience with Supportive Housing</b>	The firm or key personnel that has successfully completed 5 or more projects within the past five years.	The firm or key personnel that has successfully completed 2 or more projects within the past five years.	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	The firm or key personnel that has not successfully completed a project within the past five years.
<b>7. Experience with DHCD One Stop Applications</b>	The firm or key personnel that has successfully completed 5 or more projects within the past five years.	The firm or key personnel that has successfully completed 2 or more projects within the past five years.	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	The firm or key personnel that has not successfully completed a project within the past five years.
<b>8. Experience with 30b procurement</b>	The firm or key personnel that has successfully completed 5 or more projects within the past five years.	The firm or key personnel that has successfully completed 2 or more projects within the past five years.	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	The firm or key personnel that has not successfully completed a project within the past five years.
<b>9. Experience with Chapter 149</b>	The firm or key personnel that has successfully completed 5 or more projects within the past five years.	The firm or key personnel that has successfully completed 2 or more projects within the past five years.	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	The firm or key personnel that has not successfully completed a project within the past five years.
<b>10. Experience with Chapter 149a</b>	The firm or key personnel that has successfully completed 5 or more projects within the past five years.	The firm or key personnel that has successfully completed 2 or more projects within the past five years.	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	The firm or key personnel that has not successfully completed a project within the past five years.

11. Experience with Successful Community Engagement and Zoning Process	The firm or key personnel that has successfully completed 5 or more projects within the past five years.	The firm or key personnel that has successfully completed 2 or more projects within the past five years.	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	The firm or key personnel that has not successfully completed a project within the past five years.
--	--	--	--	---

<b>Bonus Criteria</b>				
<b>Rating Category</b>	<b>Highly Advantageous (HA)</b>	<b>Advantageous (A)</b>	<b>Not Advantageous (NA)</b>	<b>Unacceptable (UA)</b>
12. Experience Modular Construction	The firm or key personnel that has successfully completed 1 or more projects within the past five years.	N/A	N/A	N/A
13.MBE/WBE	A firm that is certified as a MBE or WBE in the Commonwealth of Massachusetts	N/A	N/A	N/A

D. The evaluation committee shall assign a composite rating of highly advantageous, advantageous, not advantageous, or unacceptable for each non-price proposal. Each composite rating shall be justified in writing. After a composite rating has been assigned for each proposal on the basis of the evaluation criteria in 3.1, the evaluation committee shall review the price proposals and determine the most advantageous proposal, taking into consideration the non-price proposal ratings and the price. If the evaluation committee selects a proposal other than the lowest-priced proposal, the evaluation committee shall explain in writing why the added benefits of the proposal justify its higher price.

E. The award of a contract to any Offeror whose non-price proposal was rated unacceptable with respect to one or more criteria will be conditioned on the agreement of the Offeror to substitute acceptable components and details for any proposed alternatives to the RFP that are deemed unacceptable at no increase in the proposed price.

## Evaluation of Price Proposals

- A. Evaluation of price proposals will be performed after evaluation of the non-price proposals or will be evaluated at the same time as the non-price proposals but not by any of the individuals responsible for evaluating the non-price proposals.
- B. Evaluators will first determine if the price proposal meets the submission requirements and includes the required bid deposit.
- C. Evaluators will compare the proposal price with the Single Project Limit and Aggregate Work Limit listed on the Offeror's Certificate of Eligibility to determine whether the Offeror is eligible for contract award.
- D. Evaluators will evaluate the proposed contract price.

### Identifying the most advantageous proposal:

The most advantageous proposal will be identified taking into consideration the proposal evaluation and the proposal prices.

## IV. Instruction to Proposers

Each proposer shall submit one original proposal and three (3) copies of the proposal on or before 10:00 AM., 3/1/2017 to:

Medfield Housing Authority  
Attention: Candace Loewen, Executive Director  
30 Pound Street  
Medfield, MA 02052

The proposals will be opened and recorded at this time. No proposals submitted after this time will be accepted. Proposals must be submitted in writing in a sealed envelope clearly marked "Affordable Housing Consulting Proposal, Medfield Housing Authority". Responses to the RFP must include all required documents, completed and signed per the instructions and attached forms included in this RFP package. The MHA reserves the right to reject any or all proposals or to cancel this RFP, if it is in the authority's best interest. Telecopied or electronically mailed (e-mailed) proposals will be deemed non-responsive and will not be evaluated.

The MHA makes no representations or warranties, express or implied, as to the accuracy/or completeness of the information provided in this RFP. This RFP (including all attachments and supplements) is made subject to errors, omissions, withdrawal without prior notice, and changes to, additions to, and different interpretations of laws and regulations.

All inquiries should be made in writing no later than 2/22/17 by 10:00 a.m. and should be directed in writing to: Candace Loewen

**Medfield Housing Authority**  
**Attention: Candace Loewen, Executive Director**  
**30 Pound Street**  
**Medfield, MA 02052**  
**Email: medfieldha@comcast.net**  
**Phone: (508)-359-6454**

If any changes are made to this RFP, an addendum will be issued for all persons who requested a copy of this RFP in writing or who made a written inquiry.

The Executive Director on behalf of the MHA reserves the right to interview or to seek additional information relating to criteria in the RFP from any candidate, to reject any proposal if he deems it to be in the best interests of the MHA, and to award a contract to the next qualified candidate. The Executive Director on behalf of the MHA reserves the right to check references identified by any candidate or associated with any previous employer of any candidate. The MHA reserves the right to award the contract based on considerations other than price.

All proposals shall be deemed to be public records with the meaning of G.L. c. 4, §7(26). If a candidate believes that the RFP requires the disclosure of technical, proprietary, or trade secret information that the candidate is not willing to make public, such information should not be submitted. No part of a proposal involving the payment of compensation to the Consultant may be designated as confidential.

The MHA reserves the right to re-advertise for this position if no suitable candidate is found.

#### **V. Submission Requirements**

All proposals must include the following materials:

- Cover Letter;
- General Consultant Information:
  - Description of the Consultant's prior housing development and/or consulting experience and at least three (3) references;
  - Description of how the scope of services will be performed;
  - Description of all key consultants and staff;
  - Description of current workload for all staff; and
  - Certification of tax compliance (M.G.L.c. 62C §49A) (form attached as Exhibit B).
- Consultant Experience:
  - Experience working with housing authorities and with chapter 121B and its regulations;
  - Experience and familiarity with Chapter 30B
  - Experience and familiarity with Chapter 149 and 149A

- Experience with the housing development process including site assessment, development budget preparation and analysis, securing public and private financing, and permitting.
- Experience with DHCD's One Stop Application, and working with state affordable housing agencies on private housing development.
- Experience managing technical consultants.
- Service Plan:
  - Description of the consultant team (if more than one person), identifying roles and responsibilities (include resumes, and identify "lead" consultant);
  - Description of methods for implementing Scope of Services;
  - Description of any work to be subcontracted.
- Cost Proposal:
  - Proposers should submit its proposed fees in a separate sealed envelope, marked "*Price Proposal*", which should be submitted along with the remainder of the proposal. The Price Proposal shall contain the following: (a) hourly billable rates for each person who may be performing work under the contract; (b) an explanation of how time is billed, including at what increments and all payment terms for invoices; (c) any discounts applied for projects that estimated to incur over 75 hours of work.
  - Proposers are free to propose flat fee retainers in lieu of hourly rates for the various tasks outlined under the Scope of Services The MHA reserves the right to negotiate a flat fee for Task 2 in the Scope of Services

## **VI. Selection Process**

All proposals submitted by the proposal filing deadline set forth under Section IV above will be opened in public and recorded. All information contained in the proposals is public. An Evaluation Committee or Evaluator appointed by the Executive Director will review all applications received and may conduct interviews for all qualified applicants. Proposers should submit its proposed fees in a separate sealed envelope, marked "*Price Proposal*", which should be submitted along with the remainder of the proposal. The price proposal will be removed from the package before the remainder of the proposal is submitted to the Evaluation Committee. Once the Evaluation Committee ranks the candidates, the Executive Director will award a contract for professional services to the candidate offering the most advantageous combination of outstanding qualifications and a competitive price. If the Executive Director is unable to successfully negotiate a contract with this individual, the Executive Director will attempt to award the contract to the next most highly ranked candidate, etc., until the position is filled.





September 23, 2019

Records Access Officer or Executive Director  
Medfield Housing Authority  
30 Pound Street  
Medfield, MA 02052

Re: Massachusetts Public Records Request – The Rosebay at Medfield

Dear Sir/Madam:

This is a request under the Massachusetts Public Records Law (M. G. L. Chapter 66, Section 10). I am requesting that I be provided a copy of the following records:

1. The request for proposal issued by the Medfield Housing Authority ("MHA") seeking proposals to develop the MHA property at 30 Pound Street for senior housing. If MHA has issued more than one RFP in the last five years, this request relates only to the RFP that led to the proposal submitted by NewGate Housing. For the purpose of this request, that request for proposal is referred to as the "RFP."
2. All proposals received by MHA in response to the RFP.
3. Records showing the number of people on the waiting list for an apartment at Tilden Village.
4. Records showing the number of current Medfield residents on the waiting list for an apartment at Tilden Village.
5. Records showing the number of cars registered to residents currently living at Tilden Village.
6. Reports required to be submitted by MHA to the Department of Housing and Community Development reporting on the activities, operations and management of MHA. For the purpose of this request, please limit the records to the time period from January 1, 2018 to August 31, 2019.

In responding to this request, please do not provide, or redact, any and all personal information of staff, residents of Tilden Village and applicants. This request is intended to include email communication as a record.

If there are any fees for obtaining copies of these records, please inform me if the cost will exceed \$25.00. If it is more convenient, you may send the records by email to [deirdremurphy39@gmail.com](mailto:deirdremurphy39@gmail.com).

This information is not being sought for commercial purposes.

The Public Records Law requires you to provide me with a written response within 10 business days. If you cannot comply with my request, you are statutorily required to provide an explanation in writing; please cite the specific exemption that you feel justifies release of the records requested.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink that reads "Deirdre Murphy". The signature is written in a cursive style with a large, looping "D" at the beginning and a long, sweeping tail that extends to the right.

Deirdre M. Murphy  
45 Pound Street  
Medfield, MA 02052  
617-962-7414

October 11, 2019

Via mail and email (medfieldhousingauthority@comcast.net)

Candace Doherty, Executive Director  
Medfield Housing Authority  
30 Pound Street  
Medfield, MA 02052

Re: The Rosebay at Medfield – Public Records Request

Dear Candace:

Thank you for your call today. As requested, I'm submitting my questions and a follow up to my previous records request dated September 23, 2019, in writing.

1. Previous request #1: "The request for proposal issued by the Medfield Housing Authority ("MHA") seeking proposals to develop the MHA property at 30 Pound Street for senior housing. If MHA has issued more than one RFP in the last five years, this request relates only to the RFP that led to the proposal submitted by New Gate Housing. For the purpose of this request, that request for proposal is referred to as the "RFP." I made this request because I was under the impression, based on statements made by various people, that MHA had issued an RFP seeking developers interested in building an affordable senior housing project at 30 Pound Street.

In response I received from MHA a document titled "Medfield Housing Authority Request for Proposal Proposals Due: 4/19/2017 – 10:00 a.m." Under this RFP the MHA requested "proposals from affordable housing consultants to provide consulting services on as "as needed" basis to evaluate potential affordable housing development opportunities for the MHA." I was surprised to receive an RFP for *consulting* services to evaluate opportunities, rather than an RFP seeking proposals to develop an affordable senior housing project at 30 Pound Street. Did MHA issue an RFP for development proposals for 30 Pound Street? If so, please provide a copy of that RFP.

2. Previous request #2: "All proposals received by MHA in response to the RFP." In response, I was provided with a list of the parties that asked for a copy of the bid package and a list of the companies that submitted bids (New Gate Housing, Women's Institute and LDS Consulting Group). However, I was not provided with a copy of the proposals submitted by New Gate, Women's Institute or LDS Consulting Group, which is what I requested. Please provide a copy of those three proposals.

Thank you for your cooperation.

Sincerely,



Deirdre M. Murphy  
45 Pound Street, Medfield

October 30, 2019

Via mail and email (medfieldha@comcast.net)

Candace Doherty, Executive Director  
Medfield Housing Authority  
30 Pound Street  
Medfield, MA 02052

Re: The Rosebay at Medfield – Public Records Request #3

Dear Candace:

This letter is a further public records request under the Massachusetts Public Records Law. I previously sent a public records request to the MHA dated September 23, 2019, in which I asked for the following:

“The request for proposal issued by the Medfield Housing Authority (“MHA”) seeking proposals to develop the MHA property at 30 Pound Street for senior housing. If MHA has issued more than one RFP in the last five years, this request relates only to the RFP that led to the proposal submitted by NewGate Housing.”

In response to that request, I received a copy of an RFP issued by the MHA titled “Medfield Housing Authority Request for Proposals, Proposals Due: April 19, 2017” (the “RFP”). Under this RFP, the MHA requested “proposals from affordable housing consultants to provide consulting services on an “as needed” basis to evaluate potential affordable housing development opportunities for the MHA.” This RFP appears to contemplate that the MHA would itself develop the site adjacent to Tilden Village with the assistance of a development consultant.

Because the RFP I received sought consulting services to evaluate potential opportunities, rather than an RFP seeking proposals to lease the property at 30 Pound Street for the purpose of developing a private affordable senior housing project, I asked in my second records request dated October 11, 2019, for any request for proposal issued for development proposals for 30 Pound Street. Although I received documents in response to the second part of my October 11, 2019 request (the proposals received by MHA from NewGate Housing, Women’s Institute and LDS Consulting Group in response to the RFP), I did not receive any further requests for proposal.

To avoid any misunderstanding or confusion, please confirm that the MHA has not issued any request for proposal relating to (1) the lease of the property at 30 Pound Street for the purpose of development or (2) the development of 30 Pound Street for housing (other than the RFP I

have already received, described above). Please also confirm that the MHA did not amend the RFP to seek development proposals. If there are any documents responsive to my request concerning requests for proposal relating to 30 Pound Street, please provide a copy of those documents.

The Public Records Law requires MHA to provide me with a written response within 10 business days. If you cannot comply with my request, you are statutorily required to provide an explanation in writing.

Thank you for your cooperation.

Sincerely,

A handwritten signature in black ink that reads "Deirdre M. Murphy". The signature is written in a cursive, flowing style with a large, prominent "D" at the beginning and a long, sweeping tail at the end.

Deirdre M. Murphy  
45 Pound Street, Medfield



**NEWGATE HOUSING**  
*Opening Opportunities*

April 19, 2017

Medfield Housing Authority  
Attention: Candace Loewen, Executive Director  
30 Pound Street  
Medfield, MA 02052

**Re: Proposal in Response to the Medfield Housing Authority's Request for Proposals Due April 19, 2017 for Services in Connection with Affordable Housing Development Opportunities (the "RFP")**

Dear Ms. Loewen:

NewGate Housing ("NewGate") is pleased to submit this proposal to provide development and related services to the Medfield Housing Authority ("MHA") in connection with the development of affordable housing on MHA's available property on Pound Street. Our proposal is submitted in response to the RFP referenced above.

As described in the materials included in this submittal, NewGate's development team has significant experience in the development of affordable housing communities, including the development of age-restricted housing designed for older adults. Significantly, our development experience also includes oversight of the development of The Parc at Medfield, the 92-unit affordable community recently completed by The Gatehouse Group LLC off of West Street in Medfield. In connection with the development of The Parc, our development team enjoyed a positive working relationship with many Town of Medfield officials. Our prior experience also includes the closing of a transaction in which Gatehouse provided development services for the Hollywood Housing Authority (Hollywood, Florida) in connection with the development of an affordable senior housing community on the Housing Authority's land adjacent to their existing public housing property. Currently, we are working with the Rockland Housing Authority in connection with the development of Lydia Square Apartments, an affordable rental community with supportive services for adults age 55 and over in Rockland, Massachusetts.

The development team we have assembled for this proposed new community includes only experienced real estate development and design professionals, with special expertise in the development of affordable multifamily housing in particular. The members of this experienced team have worked together on previous developments such as The Parc at Medfield and Lydia Square Apartments.

We are particularly pleased to have Charles River Equity Partners ("*Charles River*") and experienced local developer Jack Roche join our development team once again. NewGate first partnered with Mr. Roche and Charles River's Principal, Stefan Frey, in the development of Lydia Square, and we are pleased to be able to continue that relationship for the proposed development of the MHA property. As detailed in the proposal materials, Mr. Roche has a long history of successful collaboration with public housing authorities. Mr. Frey is a resident of Medfield and has worked with Medfield town officials on number of Charles River developments.

Based on our past experience (including our experience with the HHA transaction), NewGate's preference would be to fulfill the requirements of the RFP as the developer of the available site for the MHA, rather than as a consultant to MHA. Although the RFP ostensibly seeks the services of consultant to provide development consulting services to MHA in connection with the development of the site (which we would certainly be able to provide), our proposal mirrors the approach and structure we used successfully in connection with the HHA transaction.

The materials included in this submittal will provide more detailed information regarding each member of NewGate's development team, our experience and specialized abilities, and our proposal for the development of the available MHA property. If you should have any questions regarding our team, its qualifications, or our proposal, or if you wish to discuss or clarify any part of our submittal, please do not hesitate to call Brian McMillin at (617) 571-6404.

Thanks again for your consideration of this proposal. We truly appreciate the opportunity to present it to you and the MHA Board of Directors.

Sincerely,

**NewGate Housing LLC**

By:

  
\_\_\_\_\_  
Brian J. McMillin, President

November 18, 2019

Catherine Racer, Associate Director  
Division of Housing and Development  
Department of Housing & Community Development  
100 Cambridge Street, Suite 300  
Boston, MA 02114

Gus Murby, Chairman (via email: [gmurby@earthlink.net](mailto:gmurby@earthlink.net))  
Medfield Board of Selectmen

Re: The Rosebay at Medfield

Dear Ms. Racer and Mr. Murby,

I'm writing due to my concern that the Medfield Housing Authority may not have fully complied with MGL Ch. 30B, the Massachusetts Uniform Procurement Act, in the process of issuing an RFP regarding development of land owned by MHA at 30 Pound Street, Medfield, and subsequently selecting NewGate Housing as the developer of 45 units of affordable senior housing at the site. I request that you verify whether MHA has complied with the UPA with regard to this proposed development currently under consideration before the Medfield Zoning Board of Appeals.

As a result of submitting three public records requests to MHA (copies enclosed), I have finally been able to determine that the enclosed MHA request for proposal is the only request for proposal issued by MHA with regard to the Rosebay project. (See enclosed email from Candace Avery, Executive Director of MHA.) I received the RFP as a result of my public records request.

In DHCD's project eligibility letter dated December 31, 2018, DHCD stated the following: "The applicant controls the site through an executed Agreement for Option to Lease Real Estate with the Medfield Housing Authority, after a Public Request for Proposals process." However, in a letter dated October 15, 2019, from Alec Goodrich, Legal Programs Coordinator at DHCD, I was informed that DHCD does not possess a copy of the MHA RFP. Before the Rosebay project undergoes further review before the Medfield Zoning Board of Appeals, it would seem appropriate for DHCD to review the RFP and the three proposals MHA received in response, to verify compliance with MGL Ch. 30B. Because the arrangement entered into between MHA and NewGate Housing involves the subdivision and disposition of land owned by MHA at 30 Pound Street via lease, it seems particularly important to determine compliance with section 16 of MGL Ch. 30B.

The RFP issued by MHA requested "proposals from affordable housing consultants to provide consulting services on an "as needed" basis to evaluate potential affordable housing development opportunities for the MHA." The RFP seems to contemplate that MHA would itself develop the site adjacent to Tilden Village with the assistance of a development consultant. However, what resulted from the RFP process is a private development on MHA owned real estate.

The MHA RFP is in contrast to the RFP recently issued by the Medfield Board of Selectmen for the property known as Hinkley South, which is owned by the Town of Medfield. The Hinkley South RFP states that it is "seeking proposals for the sale of 5.48 acres of undeveloped land together with access, known as Hinkley South . . . for the development of age-restricted ownership units to be permitted

pursuant to MGL Ch. 40B . . .” The Hinkley South RFP is clear that the Town is seeking development proposals and to sell the land to the developer.

The neighbors have been repeatedly told that financial considerations dictate there must be 45 units of housing at the MHA site. As a neighbor living directly across the street from the proposed development, I’m very concerned about the adverse impact of a 45 unit development on our residential neighborhood. I submitted the public records request to MHA because, having heard and read statements of public officials that MHA issued an RFP, I wanted to know what other development proposals were received. MHA received three proposals, including the one from NewGate Housing. The proposals submitted by Women’s Institute and LDS Consulting Group proposed to provide what MHA asked for – consulting services. Only NewGate included a proposal for a 40-50 unit development. Had MHA specifically described the available parcel of land and sought development proposals (as the Board of Selectmen did for the Hinkley property), perhaps we would know whether it is feasible for another developer to build a smaller development that would provide senior affordable housing while also respecting the residential character of our neighborhood.

Section 2 of the proposal submitted to MHA by NewGate Housing describes a development for the 30 Pound Street site of 40-50 units, with the ideal number being a minimum of 40 units. The proposal goes on to describe the unit mix, building design, age restriction, affordability, organizational and transaction structure, development services and pre-development costs and expenses. Mr. McMillin’s cover letter to the MHA seems to concede that his proposal goes beyond what was requested in the RFP, making a distinction between a consultant and a developer: “Based on our past experience (including our experience with the HHA transaction), NewGate’s preference would be to fulfill the requirements of the RFP as the developer of the available site for the MHA, rather than as a consultant to MHA. Although the RFP ostensibly seeks the services of consultant to provide development consulting services to MHA in connection with the development of the site (which we would certainly be able to provide), our proposal mirrors the approach and structure we used successfully in connection with the HHA transaction.” (A copy of Mr. McMillan’s letter, which I obtained through my public records request, is also enclosed.)

Based on the foregoing, I respectfully request that you confirm that MHA has complied with the letter and spirit of MGL Ch. 30B in connection with the Rosebay at Medfield development proposal. I believe this to be an important step in the process.

Very truly yours,



Deirdre M. Murphy  
45 Pound Street  
Medfield, MA 02052

Cc: Mr. John McNichols, Chair, Medfield ZBA



# Medfield Conservation Commission

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

January 28, 2020

Editor, Legal Notices  
Medfield Press

Please publish the following **REVISED** legal notice on Friday January 31, 2020  
If you have any questions, please call Leslee Willitts, Conservation Agent, at (508) 906-3028.

## LEGAL NOTICE

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

**\*Thursday, February 6, 2020 at 7:00 P.M.**

to review a Notice of Intent from **\*Elizabeth Godin** for the redevelopment of an existing residential lot by razing the existing single-family house and constructing a new single-family homes within the 100-foot buffer zone of a Bordering Vegetated Wetlands at **\*2 Summer Street, Map 50, Parcel 070**, on land owned by **\*her**.

**Deborah Bero**  
**Chairman**

\*\*\*\*\*

**Please set starred (\*) insertions in boldface.**

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

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

Applicant:            Elizabeth Godin, 2 Summer Street, Medfield, MA 02052

Owners:                Same

Representative:     Daniel McQuillan, Jr., D. McQuillan Construction and Fine Homes LLC,  
P.O. Box 112, Medfield, MA 02052



6 Bowdoin Square  
Floor 10  
Boston, MA 02114

Niall Connors  
Franchise Service Manager  
Video Franchising  
Verizon Consumer Group

**BY FEDERAL EXPRESS**

January 31, 2020

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 2019 Form 500 for the Town of Medfield. Should you or your staff have any questions, please contact me at 857-415-5123.

Sincerely,

A handwritten signature in blue ink, appearing to read "Niall Connors".

Niall Connors  
Franchise Service Manager

cc: Medfield Town Counsel  
Medfield Cable Advisory Committee

# Form 500 Complaint Data - Paper Filing

City/Town: Medfield

Filing Year: 2019

Number of Subscribers: 2,039

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

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	2	1	2	0	0
Customer Service	0	0	0	0	0
Defective Notice	0	0	0	0	0
Equipment	93	2	80	13	0
Installation	0	0	0	0	0
Reception	0	0	0	0	0
Service Interruption	2	2	2	0	0
Unable to Contact	0	0	0	0	0
Failure to Respond to Original Complaint	0	0	0	0	0
Other:	1	2	0	1	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: 2019  
 Number of Subscribers: 2039

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
2/1/2019	1	13
2/14/2019	1	2151
2/14/2019	1	2151
2/21/2019	1	2149
4/24/2019	1	1090
5/6/2019	1	2128
5/8/2019	1	2123
5/14/2019	1	2121
9/8/2019	1	10
10/6/2019	1	2071
10/8/2019	1	2071
10/9/2019	1	13
10/9/2019	1	13
10/10/2019	2	2074
10/10/2019	2	2074
10/10/2019	1	2072
10/15/2019	1	2059
11/9/2019	1	25
12/13/2019	1	35
12/13/2019	1	2046
12/18/2019	1	2046



### **Fios® TV Programming Change**

On or after January 1, 2020, Escape Network rebranded to Court TV Mystery. Court TV Mystery will continue to focus on true-crime programming, but will also include Katz Networks produced programming - true-crime documentaries, docu-series, and the vast Court TV library of original footage.

**RECEIVED**

**JAN 27 2020**

**MEDFIELD SELECTMEN**



January 23, 2020

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

**Re: Xfinity TV Updates**

Dear Chairman and Members of the Board:

We are committed to keeping you and our customers informed about Xfinity TV changes. In a letter dated October 14, 2019, we informed you that as of December 10, 2019, we would add Epix programming to certain packages and remove Starz programming from those packages. While we did add Epix to those packages, we delayed the removal of Starz programming. We will now be removing Starz from those packages as of February 11, 2020.

As part of our new agreement with Starz, the channel will be available to Xfinity customers separately from those packages at a reduced rate of \$8.99 per month and StarzEncore, StarzEncore Westerns, StarzEncore Black and StarzEncore Action will be included with that subscription to Starz. In addition, effective January 16, 2020, StarzEncore Black, ch. 1777, was added to Digital Preferred; and January 21, 2020, TUDN HD, ch. 1229, was added to Digital Preferred, Xfinity Latino TV and Deportes.

On February 4, 2020, the following channels will be added: RAI Italia SD: 3295, RAI Italia HD: 3280, Band Intl SD: 3291 and Band Intl. HD: 3211.

Effective February 20, 2020, Music Choice Relax will be \$5.99/per month and Music Choice Karaoke will be \$6.99 per month.

On March 24, 2020, Starz Encore Classic & Movieplex will no longer be available through Xfinity; and the International networks available with Xfinity TV will only be shown on channels 3100 – 3299. For information international channels(s), please visit [xfinity.com/InternationalNetworks](http://xfinity.com/InternationalNetworks).

Customers are receiving this information via bill message. If you have any questions, please feel free to contact me at 781-769-5986.

Very truly yours,

*Catherine Maloney*

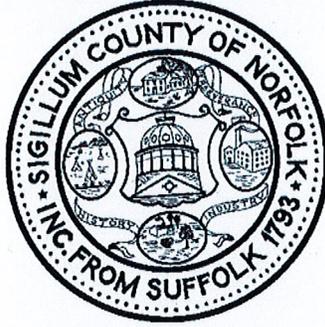
Catherine Maloney, Sr. Manager  
Government Affairs

Moto

RECEIVED

JAN 27 2020

MEDFIELD SELECTMEN



**Norfolk County Registry of Deeds**  
**William P. O'Donnell, Register**

**Medfield Office Hours**

**Thursday, February 13, 2020**

**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](http://www.norfolkdeeds.org)**



# 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](http://www.norfolkaggie.org)

## TRUSTEES

EDWIN S. LITTLE, Sharon, Chairman  
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  
RON DRISKILL, Ed.D., Interim 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

January 14, 2020

Town Administrator  
459 Main Street  
Medfield, MA 02052

Dear Town Administrator:

The Norfolk County Agricultural High School held its January 8, 2020 Board of Trustees meeting. On the agenda for the meeting was the setting of tuition rates for 2020-2021 school year. The Board of Trustees unanimously approved the rates as follows:

In-county tuition rate: \$2,000.00

Out-of-county tuition rate: \$23,634.00

Currently, the town/city of Medfield has the following number of students enrolled at the Norfolk County Agricultural High School:

Grade 9: 1  
Grade 10: 0  
Grade 11: 2  
Grade 12: 1

As of January 1, 2020 there are 3 students who have applied for admission for the 2020 – 2021 school year. Please be aware that as the year unfolds, enrollment may change. Additional students may be offered admission and will move from the waitlist to active enrollment. Conversely, some students withdraw from enrollment.

If you require additional details, please don't hesitate to contact my office directly.

Sincerely,

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

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JAN 17 2020

MEDFIELD SELECTMEN

TTQ/lis

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*