



## 53 RIVER STREET MASTER PLAN COMMITTEE

### MEETING MINUTES

JULY 2, 2019

7:00 PM

ACTON RECREATION CENTER, 50 AUDUBON DRIVE

**Present:** Peter Berry, Bill Klauer, Don Boyle, Stephanie Krantz, Peter Hocknell, Lou York, Matthew “Selby” (Staff).

**Calling in remotely by telephone:** Bill Alesbury

**Absent:** None.

#### 1. Opening

Chair Peter Berry called the meeting to order at 7:03 p.m.

#### 2. Regular Business

- A. Quorum is present: One committee member (Bill Alesbury) is participating remotely due to the fact he is removed from the area.
  
- B. Approval of Meeting Minutes from the June 19, 2019 Meeting: It was agreed by the committee that a topic would be added to the meeting agenda. That is, to discuss and vote to approve the meeting minutes from the June 19, 2019 meeting. This topic was not on the posted agenda, *because at the time the meeting was scheduled, the Chair did not anticipate the minutes would be ready for review. In order to ensure the minutes’ prompt approval, the Committee decided to review them rather than wait until the next Committee meeting.* This procedure is permitted per the Massachusetts Open Meeting Law (<https://www.mass.gov/info-details/frequently-asked-questions-about-the-open-meeting-law#frequently-asked-questions-about-meeting-notices->). During discussion, it was agreed that John Cook’s name would be removed from the “absent” list, as he is deceased. Lou also clarified Point G from the draft minutes of June 19, 2019 in terms of what was meant by the “value of property”. Lou explained this included value of houses, property, septic systems, and infrastructure in general. The meeting minutes, including Selby’s edits, from the 53 River Street Master Plan Committee June 19, 2019 meeting were reviewed and approved, without any amendments, by roll call due to the fact Bill Alesbury called in remotely as described above.
  
- C.

Motion to accept made by Don Boyle, Bill Klauer seconded. Roll call vote as follows:

Bill Klauer: Aye



Lou York: Aye  
Stephanie Krantz: Aye  
Peter Hocknell: Aye  
Don Boyle: Aye  
Peter Berry: Aye  
Bill Alesbury: Aye

- D. Review of the Open Meeting Law (OML) complaint dated June 20, 2019: The OML complaint submitted by S. Ballard on June 20, 2019 was reviewed by the committee. The committee then discussed the complaint. The committee acknowledges that the minutes from the May 1, 2019 meeting did not contain a listing of exhibits, and that this was an error. The May 1, 2019 minutes will be edited to include a list of exhibits. Minutes from earlier meetings shall not be edited, due to these exceeding the 30 day statute of limitation for complaints specified by the OML. The committee then discussed and moved to vote to delegate Peter Berry with the authority to respond to the OML complaint.

Motion to delegate made by Lou York, Bill Klauer seconded. Roll call vote as follows:

Bill Alesbury: Aye  
Bill Klauer: Aye  
Lou York: Aye  
Stephanie Krantz: Aye  
Peter Hocknell: Aye  
Don Boyle: Aye  
Peter Berry: Aye

Peter Berry will work with Acton Town Counsel to prepare a response and submit to the Attorney General.

- E. Citizens' Concerns: None.

- F. Update on the Dam Safety Study: Selby provided the update. The 2 firms with the highest technical merit scores (Milone&MacBroom (MMI), GZA GeoEnvironmental) from the June 19, 2019 meeting were interviewed by Matthew "Selby", Lou York, Paul Campbell, Tom Tidman, John Mangiaratti, Mark Hald, and Austin Cyganiewicz. Selby detailed that GZA was interviewed first and did well. MMI was then interviewed and did really well. The contract was been forwarded for signatures, the W-9 form obtained and Selby will complete this.

- G. Letter to dam abutters: This topic will be discussed at the next committee meeting.



H. Next meeting: Scheduled for Tuesday, August 6, 2019 at 7:00 pm at 50 Audubon Drive in Acton.

I. Motion to adjourn: Motion to adjourn the meeting made by Don Boyle, seconded by Bill Klauer. Role call vote as follows:

Bill Alesbury:	Aye
Bill Klauer:	Aye
Lou York:	Aye
Stephanie Krantz:	Aye
Peter Hocknell:	Aye
Don Boyle:	Aye
Peter Berry:	Aye

**Documents and Exhibits Used During this Meeting:**

- Meeting Agenda for the July 2, 2019
- Draft minutes from the June 19, 2019 committee meeting
- OML complaint filed June 20, 2019