

Final

BOARD OF SELECTMEN AND SEWER COMMISSIONERS' MEETING

RECEIVED

January 6, 2014
Francis Faulkner Hearing Room
7:00 p.m.

FEB 26 2014

TOWN CLERK
ACTON

Present: Ms. Adachi, Mr. Gowing, Ms. Green, Mr. Clough, Mr. Sonner, Town Manager Ledoux, Recording Secretary; Christine Joyce. The meeting was televised.

CITIZENS' CONCERNS

Representatives of Color Works presented a check for \$1,802.00 to the town to be used to for a historic preservation project. They also spoke about working with Dean Charter to best utilize the donation of paint to return Town Hall to its original colors.

CHAIRMAN'S UPDATE & OPERATIONAL MINUTE

Mr. Ledoux – updated the Board that on 30th December the solar array at the Transfer Station went live and is generating electricity, Budget Saturday is January 11th and will provide in depth information about the budget he presented in December.

Ms. Adachi – The Selectmen's Town Manager's Review are due January 20th to give to HR and Town Counsel time to combine and prepare the information. The annual Martin Luther King Jr. breakfast will be at Congregation Beth Ehloim on Monday, January 20th. Tickets for the school's production of Foot Loose are on sale. On January 27th, the Board will discuss the site plan for 848 Main Street, go over any comments we may want to provide on the Open Space and Recreation Plan, and will have a presentation from students at the high school on the Siemens Team.

PUBLIC HEARINGS & APPOINTMENTS

SITE PLAN #11/12/13-446 – 100 DISCOVERY WAY

Ryan Bianchetto, Assistant Project Manager from Allen and Major Associates introduced the project and spoke about the existing commercial lot located off Route 2 and Piper Road. They are requesting a permit for a 20k sq. ft. addition for warehousing and research and development. It is a one story addition. The Design Review Board supported the addition but did indicate that they would like to see a reduction in parking on the site. The bylaw requires 57 stalls. There are 197 employees working in the building and the current parking allows for future tenants. This plan does not include any new pavement and removes pavement in some places. The plans also include an underground water recharge area. Mr. Bianchetto said that the Engineering Department has concerns about earth removal and water balance. The applicant noted that they have addressed these with the addition of an underground infiltration system. Engineering also had concerns about the water protection bylaw. Mr. Bianchetti discussed the watershed and said they are working with the Engineering Department. Engineering also

Final

requested that the applicant use the 1988 Nabva data standard the applicant requests the use of a different, more current standard. He said that the other items laid out in the staff comments can be addressed with town staff. He noted that the Zoning Enforcement Officer and Town Planner were generally positive toward the project and feels that the concerns can be addressed with staff and noted as conditions in the decision. The applicants would like to have the Board review and make a decision tonight to allow them to move forward and work with departments.

Mr. Sonner asked about the parking plan and if they were taking away 37 spaces and putting them back. Mr. Bianchetti said that the plan calls for re-striping some spots.

Mr. Clough noted that they are not adding parking spaces so he's not as concerned with the excessive parking at this spot.

Ms. Adachi said she had mixed feelings on the parking. She also said that she wanted a full explanation of the two standards that the applicant and the Engineering Department are requesting be used. She would like Engineering Department to provide clarification. She was concerned about having the systems kept up and inspected regularly.

Ms. Green was happy with the presentation and materials presented. She reiterated the point that the parking situation here is different than at a new project and so is okay with keeping the current number of spots.

Mr. Gowing wanted to hear from Engineering on the standards before moving forward. He felt that the plantings that were made improved the parking lot and that there is a need for parking for employees and that they use it for all day parking.

The owner asked that we leave the standards matter open with Engineering as they want to move forward to prepare the building for a new tenant. He is okay with having the Engineering Department choose either the 1928 or 1988 *standard*.

Sean Cudmore, resident of 9 Bruce Wood Road, asked about traffic and noted that Piper Road currently has many backups. The applicant noted that the traffic is less than when Honeywell was the tenant. Mr. Cudmore asked about noise during construction. The applicant said that they can set hours of construction and limit it to 6 days a week. Mr. Cudmore asked if there would be any impact on the neighbors' property values. The applicant said it would be less of an impact of what is there now because of the additional screening they are providing.

Mr. Sonner - Moved to approve the plan with condition that the two study components are worked out with Engineering. Ms. Green second. UNANIMOUS VOTE

SITE PLAN #11/12/13-445 - JACOB ABRAHAM – 848 MAIN STREET

Mr. Gowing - Moved to continue to January 27, 2014 at 8:20 p.m. Mr. Sonner - second.
UNANIMOUS VOTE

Final

ACTON MEMORIAL LIBRARY LONG RANGE PLANNING DISCUSSION

Mr. Sonner introduced the committee and outlined the plan that they will present. Tom Dunn and Sampada Salunkhe, members of the long range planning committee presented a summary of their long range plan. They found a lot of parallels with the findings of Acton 2020. They looked at the best way to cast this as an understandable plan that can also be executed. They outlined the plan and methodology used five years ago. They worked on a library profile. They held workshops and activities to measure action plans. They outlined their goals, particularly those relating to the library collections and facilities as well as staffing.

Mr. Gowing thanked them for their work and asked about a coffee shop location. He asked about how they felt they did on the goals from the last long range plan. In reviewing the last plan, they felt that they did well.

Ms. Green thanked them and said that she was impressed with the in-house resources. She asked how they determine the items of interest in order to keep them current and how they plan to promote the items of interest. Ms. Salunkhe said if they cannot use the email addresses from people registering for library cards for marketing purposes. They recently made a concerted effort to collect emails for that purpose have collected over 800 email addresses that they can use legally. They use this list to promote materials/events as well as their website, etc.

Mr. Clough noted the libraries are now interfacing with Amazon and we need to watch what is going on that front.

Mr. Sonner thanked them and noted that he loves libraries and that we are lucky to have 2 in Acton.

Ms. Adachi commended them on the information gathering and the fine result of this project. She felt it is a community asset.

Joe Glannon, Library Trustee noted that Marcia Rich was absent due to illness but that she was a big part of this project.

Peter Berry asked about accessibility to handicapped patrons. Ms. Salunkhe said that they are working to improve their accessibility.

David Barrat, Library Trustee wanted to express their appreciation of John Sonner for his work as their Liaison.

SELECTMEN'S BUSINESS

LAND DONATION – MILL DAM TRUST, VARIOUS SMALL PARCELS – OPEN SPACE COMMITTEE HAS PREPARED THE ENCLOSED REQUEST

The board discussed the request from Open Space Committee to accept a number of small parcels of land. Mr. Clough discussed the review of these parcels. The Open Space Committee supports the acquisition of all the parcels offered.

Final

Ms. Adachi asked about the 17 Patriots Road parcel and if it actually abuts town owned land. Mr. Ledoux said it does about the Putnam parcel.

Mr. Sonner – Moved to approve. Mr. Gowing – second. **UNANIMOUS VOTE**

ACTON 2020, REQUEST FOR CREATION OF A STEERING COMMITTEE FOR THE KELLEY'S CORNER IMPROVEMENT INITIATIVE

Andrew Brockway explained the need for the steering committee to shepherd the project along. He noted the proposed composition of the Steering Committee. They are looking at having two associate members. The committee will exist for the length of the project and meet once a month with the consultant.

Mr. Clough noted that this is a similar make-up to the Kelley's Corner Designer Selection Committee.

Ms. Green said that she would feel more comfortable if a member of the Board of Selectmen was a member of the committee and not just a liaison.

Ms. Adachi asked if the VCC would be vetting the at large members. Mr. Brockway was not sure at this time. He said that they will try to use their networks to find business representatives and neighbors as at large members.

Mr. Sonner noted he has not voted as a liaison on any committee and would feel ok with the BOS member not having a vote. He also felt that the VCC should be used for members at large.

Mr. Gowing noted the two people who live in Kelley's Corner that are on Acton 2020 and may be on this committee. He felt that this could appear as a conflict and asked that they file Appearance of Conflict forms.

Mr. Sonner agreed to serve as interim liaison.

Ms. Green said liaisons do not have a vote and she reiterated her position that it would be more welcoming and useful if the liaison could vote and participate in the discussion. There was further discussion of this topic.

It was recommended that Planning Department support the project and committee.

Mr. Gowing - Move to have Mr. Sonner as the interim representative. Mr. Clough – second. **UNANIMOUS VOTE**

Mr. Sonner - Move to approve the proposed Committee with the conditions that the Planning Department will be involved in supporting the project and that this board reviews candidates for conflicts of interest during the approval process. Mr. Gowing - second. **UNANIMOUS VOTE**

Final

**APPOINTMENTS OF SPECIAL COUNSEL TO REPRESENT THE TOWN IN CONCORD'S
LAND ACQUISITION AT 55 KNOX TRAIL**

Mr. Ledoux updated the Board on the selection of Special Counsel related to the Knox Trail issue. He and Ms. Adachi met and are suggesting Jeff Roelofs, who is very well respected and will do a good job for us.

Ron Parenti, Acton Water Commissioner wanted to have the Board discuss and review their December letter on the topic. Ms. Adachi will look at putting this on the agenda. Mr. Gowing – Moved to appoint Mr. Roelofs as Special Counsel for the Concord/Knox Trail project. Mr. Clough –second. UNANIMOUS VOTE

SELECTMEN'S REPORTS

Mr. Sonner – No report
Mr. Clough – No report
Ms. Adachi - ZBA continued their hearing on the 6 Post Office Square 40B project.
Mr. Gowing –No report
Mr. Green – No report

CONSENT

Mr. Gowing - Moved to approve the Consent Items – Mr. Sonner - second. UNANIMOUS VOTE

Christine Joyce
Recording Secty

KJS.92
Clerk
February 24, 2014
Date

BOARD OF SELECTMEN & SEWER COMMISSIONERS'
MEETING AGENDA

Francis Faulkner Hearing Room

January 6, 2014

7:00 P.M.

I. CITIZENS' CONCERNS

II. PUBLIC HEARINGS AND APPOINTMENTS

1. 7:05 **CHAIRMAN'S UPDATE/OPERATIONAL MINUTE**
The Chairman will briefly update the Board. The Town Manager will provide a brief report.
2. 7:15 **SITE PLAN #11/13/13-446, 100 DISCOVERY WAY LLC**
See enclosed materials
3. 7:40 **SITE PLAN #10/11/13-445 – 848 MAIN STREET, JACOB ABRAHAM, WOOD MANUFACTURE**
Applicant has asked for continuation to January 27, 2014
4. 7:45 **ACTON MEMORIAL LIBRARY LONG RANGE PLANNING**
See enclosed materials

SELECTMEN'S BUSINESS

5. **LAND DONATION – MILLDAM TRUST, VARIOUS SMALL PARCELS - OPEN SPACE COMMITTEE HAS PREPARED THE ENCLOSED REQUEST**
See enclosed materials
6. **ACTON 2020, REQUEST FOR CREATION OF A STEERING COMMITTEE FOR THE KELLEY'S CORNER IMPROVEMENT INITIATIVE**
See enclosed materials
7. **APPOINTMENT OF SPECIAL COUNSEL TO REPRESENT THE TOWN IN CONCORD'S LAND ACQUISITION AT 55 KNOX TRAIL**
See enclosed materials

SELECTMEN'S REPORTS

III. CONSENT AGENDA

- 8. ACCEPT BOARD OF SELECTMEN MINUTES, NOVEMBER 18, DECEMBER 2, 2013**
See enclosed materials
- 9. BENTLEY BUILDERS REQUEST FOR PARTIAL REFUND OF BUILDING PERMIT FEES FOR 6 & 8 SULLIVAN LANE IN THE AMOUNT OF \$2,248**
See enclosed materials
- 10. ACCEPT GIFT, PLANNING DEPARTMENT**
See enclosed a gift of \$11,666.67 from Monument Place Project, to be used for affordable housing purposes and street improvement in the project vicinity
- 11. ACCEPT GIFT, RECREATION**
See enclosed gift of \$100.00 from Schneider Electric North America Foundation to be used for the new Goward Field Playground
- 12. DISPOSAL OF OBSOLETE MATERIALS, MEMORIAL LIBRARY**
See enclosed materials

EXECUTIVE SESSION

None

ADDITIONAL INFORMATION

See enclosed correspondence that is strictly informational and requires no Board action

FUTURE AGENDAS

To facilitate scheduling for interested parties, the following items are scheduled for discussion on future agendas. This is not a complete agenda

JANUARY 27

FEBRUARY 3

Not Your Average Joe's Liquor License Violation
Uniform Fee Policy Discussion
Site Plan 848 Main Street- Axe Bros.

PENDING MINUTES

PENDING COMMITTEE APPOINTMENTS

Robert Skilling – sent to VCC - Senior Center Study Com.
Hongyu Lio sent to VCC – Economic Development
Connie Ingram – Sent To VCC – Cemetery Commissioner
Vandana Shama – interested in sustainable housing – applicant will
sit in on committee's to see what she feels would be appropriate
for her interests

INTERVIEWED BY VCC

Chris Hamilton – Senior Center Study Committee
Margaret Flanary— Senior Center Study Com.
Warren Richmond — Various Interests will let us know

Xerox DocuShare Home Content Map What's New Users & Groups Help
 manager Logout My DocuShare My Tasks
 Search This Collection Advanced

My Background Jobs (91)

Location: Home » Public Meetings » Board of Selectmen » 2014 » 01-06 » Agenda Listing

Agenda

Properties
 Add to Favorites

Edit Selected... Go Add... Go Refresh

<input type="checkbox"/>	Type ↑	Title	Owner	Edited	Size	Actions
<input type="checkbox"/>		010 Agenda, January 8, 2014, Board of Selectmen	manager	12/31/13	45 KB	
<input type="checkbox"/>		020 (2) Site Plan for Discovery Way, LLC	manager	12/31/13	19 KB	
<input type="checkbox"/>		030 (3) Site Plan Special Permit, 10/11/13-445, 848 Main Street Request for Continuance to January 27, 2014	manager	12/31/13	44 KB	
<input type="checkbox"/>		035 (4) Acton Memorial Library Longe Range Plan 2014-2018 47 pages	manager	12/31/13	908 KB	
<input type="checkbox"/>		040 (5) Donation of Several Parcels, Mill Dam Trust	manager	12/31/13	447 KB	
<input type="checkbox"/>		050 (6) Kelleys Corner, Acton 2020 Steering Committee	manager	12/31/13	44 KB	
<input type="checkbox"/>		060 (7) Appointment of Special Counsel, Knox Trall	manager	12/31/13	180 KB	
<input type="checkbox"/>		070 (8) Selectmen's Minutes, November 18, 2013	manager	12/31/13	78 KB	
<input type="checkbox"/>		080 (8) Board of Selectmen Minutes, December 2, 2013	manager	12/31/13	68 KB	
<input type="checkbox"/>		090 (9) Request for Refund, Bldg. Permits	manager	12/31/13	49 KB	
<input type="checkbox"/>		100 (10) Accept Gift, Planning Department	manager	12/31/13	27 KB	
<input type="checkbox"/>		110 (11) Accept Gift, Recreation	manager	12/31/13	55 KB	
<input type="checkbox"/>		120 (12) Disposal of Obsolete Materials, Memorial Library	manager	12/31/13	14 KB	

<p>Explore</p> <ul style="list-style-type: none"> Home Content Map What's New Users & Groups Help 	<p>Related Links</p> <ul style="list-style-type: none"> About DocuShare Site Statistics Tutorials DocuShare Downloads DocuShare.xerox.com 	<p>My Links</p> <ul style="list-style-type: none"> Login (As a Different User) My DocuShare Classic DocuShare Home Quick Search Home Personal Collection
---	---	--