

Minutes of the Design Review Board Meeting, May 8, 2007

Members in attendance: Lynne Alpert, Tom Peterman, Ann Sussman, Terra Friedrichs, Holly Ben-Joseph, and Ruth Martin.

The newly approved Acton Design Review Board met for its inaugural meeting at 7:30 on May 8 in the Acton Town Hall.

Officers were selected and approved. Officers are Ann Sussman, chair; Tom Peterman, Vice-chair. The position of clerk will rotate among the other members.

Design Review Board was officially approved as the name of the board. Ann will contact Mark Hald to put this name on Acton Town web site.

Meeting dates were selected and decided upon. Meetings will take place on the first and third Wednesday of the month. The first Wednesday of the month will be the primary meeting.

Tom suggested that we create an application form for the project applicant to submit to us prior to their meeting with the Board, as well as some Rules and Regulations. At the next meeting, Tom and Ann will bring sample applications and instructions. There was discussion about the procedure the Board will follow when meeting with applicants. This discussion will be continued at the next meeting.

The Board voted to accept the Design Review guidelines for Commercial Development as approved by the Board of Selectmen in February 2007, until such time as the Board chooses to modify them. Ann will contact Mark Hald to put these guidelines on the Acton Town web site.

For the next meeting, Ann will contact David Duane of Methods and Machine Tools who is planning a new building on the old Somerville Lumber site in North Acton. We will invite him to present his ideas at the next Design Review Board meeting.

There was discussion concerning the new sidewalks planned from the Post Office to the intersection of Route 27 and 2A. Ann will get the plans from Bruce Stamski for our review at the next meeting.

Terra suggested that we may want to give some input into the cell tower issue. It was decided that we do not have enough information to render an opinion at this time.

Next meeting will take place on Wednesday, May 16 at 7:30 p.m. at the Town Hall. The meeting was adjourned at 9:00 p.m.

Respectfully submitted,

Lynne Alpert