

**TOWN OF ACTON  
DESIGN REVIEW BOARD  
MINUTES OF FEBRUARY 6, 2008 MEETING**

7:30 p.m.  
Room 126, Town Hall

NEXT COMMITTEE MEETING:                   February 13<sup>th</sup>, 2008  
Acton Town Hall, Rm 46, 7:30 p.m.

**Present:** Ann Sussman(AS) (Chair), Tom Peterman (TP), Ruth Martin (RM), Holly Ben-Joseph(HBJ), Terra Friedrichs(TF) and Lynne Alpert(LA).

The meeting was called to order at 7:40 pm.

Lynne brought all of the meeting notes from 2007, and we placed them into our file, the only missing meeting was from January 16<sup>th</sup>. **Action Item:** Terra will be doing these notes. Also, meeting notes from November 21<sup>st</sup> still need to be approved, I believe.

*Change in by-law update:* The Planning board will be covering our proposed by-law change on February 12<sup>th</sup>, meeting starting at 7:45. Terra said she can attend this meeting. Ruth believes that we do not need to attend, and that it should pass since it is the least contentious item on the agenda.

*Expanding the DRB's purview:* Ann went over the process to expand the DRB's purview to cover 40B projects also. Lynne suggested that we review any project that has more than 4 units; we agreed that this was a good idea, but that at this point we should limit our request to 40Bs only. We passed a motion to try to expand the board's purview to cover 40B's in addition to commercial projects. The recommended steps are:

1. Invite Nancy Taverner to our next meeting (or first meeting in March) to discuss how we could work together. **Action Item:** Ann will invite Nancy to a meeting.
2. Present to the Selectmen our proposal to expand the purview to cover 40B's.

New Item:

We discussed the Heart and Soul Grant, from the Orton Family Foundation. We discussed how it applied to Acton and if we as a board should write the grant. We briefly went over the requirements for the proposal and felt that Acton did qualify for this. Feelings were mixed about whether or not to do this since it will be quite a bit of work, (my guess is at least 40 hours) and the deadline is in 3 weeks? There will be a conference call on February 12<sup>th</sup>. We looked at past projects that were awarded and decided that we needed to focus on a specific project. It was decided that the grant should address how to implement the DRB's guidelines.

Terra offered to make a first stab at this. **Action Item: Terra will start writing the RFP** to be reviewed by the committee at the next meeting.

Some ideas to include:

Story - Acton is losing its historical heritage. On Prospect Street, a historic site with an old home and a stone marker were developed into a 40B project. All that is left of the 'history' of the site is the stone marker. The new development dwarfs the old farmhouse across the street and is very out of character for Acton. We are still wondering how this project got approved and built.

Story - When the Master Plan was developed for the Town 10 years ago, the issue that most citizens were concerned with was traffic. Traffic is still a major concern of citizens today.

Ann was going to send something to Terra regarding preserving the NE vernacular of small farm towns like Acton, which we are currently not succeeding in doing.

If anyone else has ideas of what could be added or has a story, email it to Terra.

The meeting was adjourned at: 8:50 pm

Respectfully submitted,  
Holly Ben-Joseph