

**Christine Joyce**

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6/4 (8)

**From:** Steve Ledoux  
**Sent:** Tuesday, May 22, 2012 6:08 PM  
**To:** Christine Joyce  
**Subject:** Fwd: Acton 2020 - Phase III Implementation Committee

Sent from my iPhone. Please pardon brevity or typos.

Begin forwarded message:

**From:** Janet Adachi <[jkajeg@msn.com](mailto:jkajeg@msn.com)>  
**Date:** May 22, 2012 6:04:12 PM EDT  
**To:** Roland Bartl <[rbartl@acton-ma.gov](mailto:rbartl@acton-ma.gov)>  
**Cc:** Margaret Busse <[bussehome@comcast.net](mailto:bussehome@comcast.net)>, Steve Ledoux <[sledoux@acton-ma.gov](mailto:sledoux@acton-ma.gov)>  
**Subject:** Re: Acton 2020 - Phase III Implementation Committee

Roland,

You're correct that last night, the BOS didn't formally retire the Acton 2020 Phase II Committee and should do so at the 6/4 meeting. Something for discussion at the BOS agenda-setting meeting next week. Thanks for the heads-up.

Have a great, and safe, holiday! Janet

Janet K. Adachi  
978-340-0746  
Sent via iPhone wireless

On May 22, 2012, at 5:47 PM, Roland Bartl <[rbartl@acton-ma.gov](mailto:rbartl@acton-ma.gov)> wrote:

Oh, no - I forgot!

I think you can assume that the BoS have disbanded or intended to disband the Phase II Committee, but I do not think there was an official vote on that specific point.

Something to be added to to the next BoS agenda - probably consent (unless they want to make a thank you ceremony out of it).

Roland Bartl, AICP  
Planning Director  
472 Main Street  
Acton, MA 01720  
(978) 929-6631

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**From:** Margaret Busse [<mailto:bussehome@comcast.net>]  
**Sent:** Tuesday, May 22, 2012 5:39 PM  
**To:** Roland Bartl  
**Subject:** RE: Acton 2020 - Phase III Implementation Committee

Roland—I'm assuming the BoS officially chartering the phase III committee—did it also officially disband the phase II committee?

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**From:** Roland Bartl [<mailto:rbartl@acton-ma.gov>]  
**Sent:** Tuesday, May 22, 2012 4:45 PM  
**To:** Christine Joyce  
**Cc:** Manager Department; Acton 2020 Committee; Planning Department  
**Subject:** Acton 2020 - Phase III Implementation Committee

Hi, Christine:

I want to make sure we keep the focus and momentum on this project.

How can we expedite the process of filling the committee positions.

Is there anything I or Planning Dept. can help with?

Roland Bartl, AICP  
Planning Director  
472 Main Street  
Acton, MA 01720  
(978) 929-6631

5/21 (8)

**Christine Joyce**

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**From:** Roland Bartl  
**Sent:** Wednesday, May 16, 2012 11:26 AM  
**To:** Christine Joyce  
**Cc:** Manager Department; Planning Department; Acton 2020 Committee  
**Subject:** Acton 2020 Implementation Committee - for May 21 BoS agenda  
**Attachments:** Proposed Mission for Acton 2020 Phase III Implementation Committee 05-21-12 Final Draft.docx

Hi, Christine:

Yesterday evening, on May 15, 2012, the Planning Board formally adopted the Acton 2020 Comprehensive Community Plan. This makes Acton 2020 the official Town of Acton Master Plan pursuant to M.G.L. Ch.41, S. 81-D.

Please schedule on the Selectmen's May 21 agenda - hopefully for a vote - the mission statement for the of the Acton 2020 Phase III Implementation Committee.

The mission statement is attached; it includes the changes recommended by Town Counsel and further discussed and requested by the Board of Selectmen on April 23, 2012. The 2nd page spells out the motion on the matter that Town Counsel drafted for the Board

As for possible memberships in the Phase III Implementation Committee, the following members of the Acton 2020 Committee for the last 2 or so years are willing and interested to continue their service on the Implementation Committee:

Celia Kent  
Charles Mercier  
Sahana Purohit  
Margaret Busse

Thank you

Roland Bartl, AICP  
Planning Director  
472 Main Street  
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**Board of Selectmen**

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**May 21, 2012**

**Mission Statement for the Acton 2020 Phase III Implementation Committee**

**Mission:** To facilitate the process of implementing the recommendations in the Acton 2020 Comprehensive Community Plan.

The Acton 2020 Comprehensive Community Plan is the primary planning document for the Town, setting the Town's course for the next 15-20 years.

On April 3, 2012, Town Meeting approved the seven goals and corresponding objectives that comprise the foundation of the Plan. On May 15, 2012, the Planning Board adopted the Plan in accordance with the requirements of MGL Chapter 41, Section 81-D.

Supporting the seven goals and corresponding objectives, the Plan has a list of implementation strategies with 238 corresponding action steps, all contained in a detailed web-based database. Using the Plan as a guide, the Phase III Committee will work with various town committees, boards, and departments to help them implement action items for which these bodies are responsible.

The Phase III Committee will also identify significant parts of the Plan that require more detailed attention before implementation and recommend subcommittees, processes, and actions as needed to address these items as necessary.

As an advisory committee to the Board of Selectmen, the Implementation Committee will report to the Board of Selectmen quarterly, or more frequently as the Selectmen may require, on the Committee's work and progress in implementing the Acton 2020 Comprehensive Community Plan.

**Membership:** 7 members (2 associates)

**Member Terms:** 3 Years

**Anticipated Committee Lifespan:** 10 years

**Support Staff:** Planning Department

**Motion:**

**“Move pursuant to Town Charter Section 4-1(b) that the Selectmen establish the Acton 2020 Phase III Implementation Committee as an advisory committee to the Selectmen to facilitate the process of implementing the recommendations in the Acton 2020 Comprehensive Community Plan in accordance with the Proposed Mission Statement of the Committee”.**