

## **ACTON 2020 Committee Minutes - Draft**

Date: Jan. 26, 2011

Location: Town Hall, Faulkner Room 204

Attendees: Margaret Woolley Busse, Bill Marathias, Clint Seward, Roland Bartl, Kristin Alexander, Celia Kent, Sue Benson (minute-taker), Sahana Purohit, Kristen Alexander, Patrick (from Patch.com)

### I. Approve Minutes

Approved Dec, 15<sup>th</sup> minutes – motion Sue, Celia second, all approved.

Approved Jan 13<sup>th</sup> minute – motion Celia, Sue second, all approved.

### II. Design Review Board – Ann Sussman

- a. Celia attended a DRB meeting and Ann discussed the following with the Acton2020 Committee:
  - i. DRB review of master plans, rules and bylaws of adjoining towns
  - ii. What DRB could do to share benefit actions with Acton2020 Workshop.
  - iii. Ideas for Acton2020 May Public Workshop
- b. In 2005, Ann looked at other towns' planning in an advisory capacity. She mentioned other towns (ex., Cambridge) that uphold similar design review processes and goals. In that respect, we should consider:
  - i. Reviewing nearby town master plans and restrictions/bylaws to evaluate what could apply to Acton development and Master Plan Goals.
  - ii. Asking nearby towns how they 'see' Acton and what they're actively doing to preserve open space – target Concord, Boxborough (fiscal connection), Lexington, and 5 other towns – to review their plans and laws; Roland said that the value to look at nearby towns is to leverage the best of what they're doing
  - iii. How to engage people to have them participate in guidelines. Provide maps, diagrams and have individuals vote with colored dots/sticky notes.
  - iv. Ex., what are other towns doing to "preserve town character"? Also look at what other towns have tried and evaluate their results
  - v. DRB willing to help with May Community event – particularly visuals like maps. Need to actively engage them
- c. Ann to ask MAPC to find out who are leaders, most innovative in Town Planning and initiatives
- d. Need to develop plan that presents an efficient, cohesive plan across the committees; governance piece is critical and need to consider adding it back into plan – though serious bandwidth issue.

### III. Follow up on last meeting

- a. Reviewed Committee assignments to identify who hasn't been consulted with yet
  - i. Historic Commission (Celia) – schedule overlap with Acton2020 so still need to meet
  - ii. EDC – Feb 3 meeting – Sue to re-email questions and try to get results before next meeting
  - iii. ACHC – Sahana originally assigned; had Jan. 6 meeting where Sue sent questions to Nancy Tavernier for committee to review; next meeting Feb. 17<sup>th</sup>
  - iv. School Committee –Sahana – next meeting Feb. 17<sup>th</sup>

- v. Margaret recommends committee members to forward link to blog; email committee liaison directly
  - vi. Transportation Advisory Committee (Bill) – had preliminary discussions but will send this week
  - vii. Add Sidewalk committee to list (Bill)
  - viii. Send link to blog to each committee – 2 new questions each week; send email to all Boards and Committees about posting. Roland confirms that emails aren't 'too much' -- will affirm Acton2020 presence
  - ix. Margaret requested everyone to send link to blog to committees, friends, promote engagement
  - x. Post blog link on Acton Patch (Jim did an article for Patch); Patrick to tell Jim about posting link to Acton2020 Blog
- b. Review updated list of burning issues
- i. Committee members should take list of burning issues to assigned committee meetings to get input
  - ii. As a reminder, the goal is to select 6 issues to discuss at 3 March meetings (2 issues /meeting) – March 3<sup>rd</sup> is the first meeting for burning issues. Mar. 9<sup>th</sup> is the 2<sup>nd</sup> burning issues meeting.
  - iii. Monday (Jan. 31) we will have 1<sup>st</sup> draft of inventory – Feb. 2<sup>nd</sup> meeting to review inventory with PC.
  - iv. Celia streamlined and reviewed issues received from committees, blog, PC, community, etc. Residential development was a primary issue.
  - v. Should sewers be a burning issue? Sewers need to be a part of the commercial vs. residential requirements? Roland suggested that we need to frame sewers as an issue related to land use and commercial development.
  - vi. Margaret suggests that we need to have the build out prior to the identification of the specific burning issues; also need to review key zoning bylaws and how they contribute (or not) to the future model for development. Will need to make recommendations for changes to the zoning laws based on the new plan.
  - vii. Also consider Senior/Community Center as burning issue, sidewalks, ...
- c. Topics for Blog
- i. For next week's blog want picture blog re: Town Character (Celia) – put up examples of things in Town and ask which depict Town Character? Can ask people to post their pix for Town Character –
  - ii. This week sidewalks, traffic (Bill). Post by Friday. Consider asking for 1-2 ways to improve traffic and what can they do to improve congestion.
  - iii. Next week Community center (Sahana), town character (Celia)

IV.

Finalize Revised Goals and Objectives: DRAFT 2E – feedback for

Daphne to change

- a. Pg. 1- change “appreciation of” to “appreciation for”
- b. Just do beginning of sentence capitalization
- c. Goal 2: Ensure Sustainability
  - i. Objective 2.1: Need further definition of Objective 2.1 of “local water systems”; Need strategy around development
  - ii. Objective 2.2: Jim to re-write (too vast)
  - iii. Add education as strategy after strategies are entered back in. For ex., “Include broad-based public education on sustainability and actively support approaches toward business and citizen participation”

- d.
  - i. Goal 3: Improve Connections  
Need to include 'roads' (Roland)? Consider adding to strategies
  - ii. "Improve" should change to "Promote" communication
- e. Goal 4: take out examples at end of descriptive paragraph
  - i. Remove 'new' and delete 'small'
- f. Goal 5: delete last sentence of description
- g. Objective 5.1: Change to "Support households of all income levels"
- h. Objective 6.1 – change to "protect Town-owned open spaces"
- i. Need statement for Goal 7.0 ---
  - i. Sue to re-write goal and write statement/description; Needs to focus on Financial Sustainability – eliminate "and its Residents" from the Goal
- j. Objective 7.1 – eliminate "appropriate"
- V. New Member Discussion –
  - a. Clint recommend 2 people – should make it a public process of filling the position. Clint to follow up with Lauren.
  - b. Need to establish process then post position on web page.  
Margaret recommends 2 new full members (Bill from associate to full member). 1 Full member and 2 associate member.
  - c. Needs to go through Ryan Bettez and Lauren Rosensweig Morton;
- VI. Meeting Adjourned – 9:40