



**ACTON PLANNING BOARD**  
**Minutes of Meeting**  
**May 16, 2017**  
**Acton Town Hall**  
**Room 204**

Planning Board members in attendance: Ray Yacoub, Chairman; Derrick Chin, Vice Chair; Anping Liu; Jeff Clymer; Emilie Ying; Jon Cappetta, Associate Member  
Also present: Robert Hummel, Assistant Town Planner; Katelyn Huffman, Planning Board Secretary.

Mr. Yacoub opened the meeting at 7:30 pm.

**I. Reports**

Mr. Chin reported that the EDC obtained a new member.

**II. Minutes**

Mr. Clymer moved to approve the minutes of May 2, 2017. Ms. Ying seconded the motion. The motion carried unanimously

**III. Public Meeting #17-03 – Preliminary Subdivision – 225 Newtown Road**

Mr. Yacoub opened the public meeting at 7:35PM. He introduced the Board and gave an overview of the application. Ian Rubin, of Markey and Rubin gave an overview of the proposed Preliminary Plan. Mr. Yacoub opened the floor to the public.

Brian Michon, of 5 Countryside Road, Littleton MA, urged the board to decline the requested waiver. Other abutters present echoed his concern. Mr. Rubin explained that the ANR plan and the subdivision were two separate things.

Ed Pearson, of 18 Fort Pond Road, asked for clarification on the easement, which Mr. Rubin provided. He also explained that there would not be new connectivity to Littleton.

Mr. Michon inquired about a sidewalk and the stone walls on the property. Mr. Hummel explained that in the definitive plan, it would be discussed and that the Board could choose to have the applicant contribute to the sidewalk fund in lieu of building a sidewalk. The stone walls would also be dealt with during the definitive stage.

Mr. Clymer asked if the Chapter X Stormwater bylaw would be reviewed with this permit. Mr. Hummel informed him that it would be.

Ms. Ying inquired whether or not a school bus turn around would be affected by this plan. Mr. Rubin informed her that the plan is meant for public safety turn arounds, not school buses. Ms. Ying inquired more information on subdivisions that were built on the any collector street (e.g. Newtown road) where there is presence of guardrail. Mr. Rubin explained Isabella Way was in a similar situation. Ms. Ying pointed out that 225 Newtown Road is located on the opposite side of guardrail while Isabella Way is on the same side and is at the end of guardrail. Ms. Ying asked to confirm with engineering dept. on the "Pond View Way" design to meet the minimum width and shoulders requirements in places adjacent to the vertical obstacles such as guardrail. Mr. Rubin informed her that the plan is meant for public safety turn arounds, not school buses. Mr. Yacoub closed the public portion of the meeting at 8:27pm.

Mr. Clymer moved to approve the preliminary subdivision with guidance and to provide guidance to the applicant. Ms. Ying seconded the motion. Mr. Clymer informed the Planning Department, and the applicant that the Board would like to see more evidence of cases with Collector Roads and obtain more information regarding the guard rail.  
The motion carried unanimously.

**IV. Brookside Shops**

Alicia Busconi, of Keypoint Partners, gave the Board an update of the progress at Brookside Shops. She informed the Board that upgrades to the gate, the camera system, and signage is scheduled to be completed at the end of June. A fence, landscaping, and lighting plan are set to be done by mid-July. Graham Knowland, 29 Esterbrook Road, informed the Board that he is happy with the progress thus far and would like emphasis on enforcement.

**III. Administrative Update**

Mr. Hummel informed the Board that there would be an Open Space Development Workshop on May 31, 2017 at 7:30PM in room 204 and encouraged the Board members to attend. The remaining Board members who had not signed the Registry Authorization did so. Ms. Ying agreed to be the DRB Liaison.

The meeting was adjourned at 9:30PM.

Respectfully Submitted,  
Katelyn Huffman  
Planning Board Secretary