



ACTION PLANNING BOARD
Minutes of Meeting
July 11, 2017
Acton Town Hall
Room 9

Planning Board members in attendance: Ray Yacoub, Chairman; Derrick Chin; Anping Liu; Emilie Ying; Jon Cappetta, Associate Member

Also present: Kristen Guichard, Senior Planner; Katelyn Huffman, Planning Board Secretary.

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

Mr. Yacoub elevated Mr. Cappetta to a full voting member for the duration of the meeting.

I. Minutes

Ms. Ying made a motion to approve the minutes of June 20, 2017. Mr. Chin seconded the motion. The motion carried unanimously.

II. Public Hearing #17-05 – Groundwater Protection District Special Permit – 76 Powder Mill Road

Mr. Yacoub opened the public hearing at 7:35 pm. Molly Obendorf, of Stamski and McNary, gave an overview of the application. Mr. Chin asked what a tight tank was. Ms. Obendorf explained that it is an underground concrete tank connected to the floor drains in the vehicles service shop that contains all hazardous materials and is and would be pumped regularly. Ms. Ying asked if there would be monitoring wells. Ms. Obendorf informed the Board that there are existing functional monitoring wells on the property. Mr. Yacoub asked if there had been any involvement with the Board of Health. Ms. Obendorf informed the Board that there had not been any involvement with the Board of Health. Ms. Ying felt that there should be conditions in the decision reflecting the Board of Health's memo.

Ms. Ying made a motion to approve the Special Permit with conditions as noted. Mr. Cappetta seconded the motion. The motion carried unanimously.

III. 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 was complete. She showed the Board pictures from the camera system and explained that they are working on fine tuning the camera sensors and email alerts. Mr. Yacoub suggested a monthly update to the Planning Department rather than multiple emails. A fence, landscaping, and lighting plan are set to be done by mid-July, although tree planting may occur later in the fall. Abutter Mr. Graham Knowland explained that he was happy with the progress that has been made. He informed the Board that when it is time, he would be in support of the rezoning of Brookside shops. He made it clear that he wanted to enter into a written agreement in regards to enforcement. The Board noted that an enforcement agreement would take place with the Board of Selectmen as a part of the site plan amendment.

IV. Reports

Ms. Ying reported that the DRB met and discussed the June 26th Kelley's Corner and June 28th Main Street public forums. They also reviewed Concord's Tree Preservation Bylaw and Ms. Ying felt that the Town should consider a bylaw that was similar. Ms. Ying noted the DRB's concerns about the opportunity to provide feedback on aesthetic elements of the Kelley's Corner plans. Ms. Guichard affirmed that there would be additional public outreach to determine street tree selection, materials, landscaping and other pedestrian amenities. In addition she noted that the raised islands at each approach are still proposed as landscape islands.

VII. Administrative Update

Mr. Yacoby made a motion to appoint Mr. Shah as Clerk for the next year. Mrs. Ying seconded the motion. The motion carried unanimously.

Mr. Yacoby made a motion to appoint Mr. Chin as Vice Chair for the next year. Mrs. Ying seconded the motion. The motion carried unanimously, with the exception of Mr. Chin, who abstained from voting.

Mr. Chin made a motion to appoint Mr. Yacoby as Chair for the next year. Mr. Cappetta seconded the motion. The motion carried unanimously, with the exception of Mr. Yacoby, who abstained from voting.

Ms. Huffman informed the Board that their next meeting would be July 18, 2017 in room 204.

Ms. Ying made a motion to adjourn the meeting.

Mr. Chin seconded the motion.

The motion carried unanimously.

The meeting was adjourned at 9:00PM.

Respectfully Submitted,
Katelyn Huffman
Planning Board Secretary