



**Town of Acton
DESIGN REVIEW BOARD**

Meeting Minutes
September 4, 2019
7:30
Room 126, Town Hall
472 Main St, Acton, MA

Present: Holly Ben Joseph (Chair), Peter Darlow (Vice Chair), David Honn, Kim Montella, Emilie Ying, (Planning Board Liaison)

Absent: Dean Charter, (BOS Liaison)

1. Opening

Chair, Holly Ben-Joseph, opened the meeting at 7:35pm.

2. Regular Business

A. Citizens' concerns – none

B. Approval of Meeting Minutes –

Reviewed and approved unanimously as amended the meeting minutes of July 24 and Aug. 7, 2019. However, Holly Ben Joseph made a motion to hold the meeting minutes until direction is sought from Town Manager John Mangiaratti as to whether project review memos can be attached directly to Meeting Minutes instead of repeating the information in both formats. Motion was Unanimously Approved.

C. Review of 2020 Community Preservation Plan -

DRB had no specific comments at this time other than unanimously agreeing that CPC should refer any design projects to the DRB for review.

3. Action Items

Holly Ben Joseph to reach out to Town Manager John Mangiaratti as to whether project review memos can be attached directly to Meeting Minutes instead of repeating the information in both formats.

4. Adjournment

At 8:13 p.m., it was moved and seconded to adjourn the meeting.
The motion was approved unanimously.



Next Meeting: September 18, 2019

Documents and Exhibits Used During this Meeting

Agenda for Sept. 4, 2019 DRB Meeting
Meeting Minutes of July 24 and Aug. 7, 2019
2020 Community Preservation Plan

Respectfully Submitted,

Kim Montella