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**TOWN OF ACTON  
DESIGN REVIEW BOARD  
MINUTES OF July 2, 2014 MEETING  
7:30 p.m.  
Room 121, Town Hall**

**Present:** Holly Ben-Joseph (Chair), Peter Darlow (Vice-Chair), David Honn, Kim Montella.

Meeting was called to order at 7:35 pm.

Conor Nagle Has resigned from the DRB.

The DRB approved the meeting minutes from the May 21, 2014 meeting, as amended. We didn't meet on June 4, 2014.

The DRB has not heard back from the proponents of the Avalon Project.

**DRB Charge**

Selectman Janet Adachi was present at the DRB meeting to discuss our Charge.

The DRB discussed rewording the Charge.

*Action Item:* H. Ben Joseph will send revised DRB Charge and Previous revision to the BoS and Planning Dept. for review and comment.

*Action Item:* H. Ben Joseph volunteered to look at Acton's Landscaping requirements in the Zoning Ordinance and will offer suggestions on modifications.

*Action Item:* H. Ben Joseph will send a letter to the Acton 20/20 Chair indicating that several members of the DRB will attend informal Acton 20/20 group discussions.

*Action Item:* H. Ben Joseph will request that Mark Hald, Assistant Town Manager, come to a future meeting to get to know the DRB and our function.

The meeting was adjourned at 8:20 pm.

Next meeting is scheduled for July 16, 2014.

Respectfully Submitted by:  
Kim Montella  
August 6, 2014