

Kelley's Corner Steering Committee

Meeting Minutes – 12 November 2015

These are the meeting minutes from the Kelley's Corner Steering Committee of the Town of Acton, Massachusetts. The meeting took place on 12 November 2015 in the Land Use Conference Room (Room 9) at the Acton Town Hall.

Present: Andrew Brockway, Eric Solomon, Larry Kenah, Margaret Busse, Peter Darlow

Not Present: J D Head, Jeff Clymer

Board of
Selectmen: Peter Berry

Planning
Department: Kristen Guichard, Robert Hummel, Roland Bartl

Meeting Summary

The meeting was called to order at 7:09 am by Andy Brockway.

Minutes (1)

- The meeting minutes from 28 October 2015 were approved with minor edits.
- The meeting minutes from 5 November 2015 were approved with minor edits.

Public Outreach (2)

Important Dates

- 4 February 2016 – Public forum
- Last week in February – Planning Board public hearing and vote
- 4 April 2016 – First night of Spring Town Meeting

Spring Town Meeting

Margaret Busse reminded the rest of the committee that a 2/3 vote is a hurdle that we must reach. We need to get out the vote to support the changes at Spring Town Meeting.

Video

The committee recognizes that we may have to take a pass on the video. Margaret will do some research on what is entailed in creating the video. We will also look into Acton TV as a possible resource.

Letter

Andy and Eric will work on a letter to Kelley's Corner neighbors. We will review the letter at the next meeting.

Dates

- Andy is looking at meeting with the BoS at their 21 December 2015 meeting.
 - Peter Berry pointed out that funding for the entire engineering plan (\$750k) is in Steve Ledoux's initial budget.
- Andy will meet with FinCom at their 12 January 2016 meeting.

Review of Draft Plan (3)

Task Lists

Roland Bartl distributed two task lists that allow us to track progress on nearly sixty items between now and the start of Spring Town Meeting. An important part of these two lists is that each task is assigned to one or more weeks in the time between now and Spring Town meeting.

Ownership

We filled in several owners for specific or general tasks. The initial list contains no surprises.

- Report – Committee members
- Design Guidelines – Peter Darlow
- Zoning Changes – Planning Department

Draft Plan

As of this meeting, we had not yet received several major pieces of the plan from The Cecil Group. (Nearly all of the missing pieces showed up in the days following this meeting.)

The discussion about the draft plan was focused on how comments and changes from the committee can be incorporated into later revisions of the plan.

The current thinking (not yet a plan) is for the committee to take the completed plan as delivered by The Cecil Group and make the changes itself. There are uncertainties about publishing software and available resources.

Peter Berry volunteered to talk with Peter Ashton about his work with another Acton committee that produced a rather smart looking document similar to what we are looking for.

Content Question

Eric Solomon was the most recent person to ask about burying utilities. When we discussed this several months ago, we agreed that it was way too expensive to be included in the overall infrastructure plan.

Administrative Updates (4)

Our next regularly scheduled meeting is on Thursday morning, 10 December 2015 at 7:00 am.

Kristen Guichard volunteered to poll the committee for another meeting time slot to replace the meeting superseded by Thanksgiving.

In Closing

The meeting adjourned at 8:21 am.

Kelley's Corner Steering Committee
Meeting Minutes

5 November 2015

These minutes were recorded by Lawrence J Kenah.