



Acton 2020 Committee
Board of Selectmen
Minutes
January 4th 2012 – 7:00 PM
Acton Senior Center
50 Audubon Drive

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MAR 2 2012
TOWN CLERK, ACTON

Attendees:

1. Margaret Woolley Busse (Chair)
 2. Celia Kent
 3. James Snyder Grant (Vice-Chair)
 4. Kristin Alexander (Planning Department)
 5. Charlie Mercier
 6. Jim Purdy (the Collaborative)
 7. John Sonner (Selectmen)
 8. Roland Bartl (Planning Department)
 9. Janet Adachi (Selectmen)
 10. Dick Calandrella (citizen)
- I. **Approve minutes from 10-19-11, 11-2-11, and 12-14-11 meetings** (10 min) [7:10-7:15]
- Approved with some spelling changes
- II. **Follow up on Ron Beck/ACES + ACHC comments --Jim S-G** (10 min) [7:15-7:30]
- Jim is working with Jim P and Kristin to come up with a draft of the ACES plan, and will submit a draft to the committee to review and discuss.
 - Jim is working with ACHC to reword parts of the implementation plan. He will provide us with deltas to the plan for us to review.
- III. **Review plan** (90 min) [7:30-10:05]
- We need to bring a draft by the end of January/ early February for the Warrant
 - [add to next meetings agenda] Next week we need to address the content of the warrant.
 - [action item] we need to come up with a new name for “the plan concept” by next meeting
- a. **Foreword by Jim S-G** [9:10-9:25]
- JimP will be responsible to combining edits to this document.
 - Margaret wanted to work on getting the document down to one page, and to move some parts over to the executive summary.
- b. **Executive Summary** [7:30-9:10]
- Margaret commented that the document is in really good shape but, suggested to have more things footnoted, giving more light to how assertions were made.
 - Jim noted that instead of multiple footnotes (with references in the back), that we could also put references in-line
 - The document needs to better highlight the issue that the plan is not to promote growth, but to manage the growth of the town.
 - Celia commented that we need to highlight the difference between the previous plan and the current. Jim agreed, and suggested to incorporate this to the full plan as well
 - John suggested that we also outline the challenges, and risks with the plan. That to point out the negatives with the plan will help round it out and make it are more convincing and relevant document.
 - Celia mentions that we need to reword the part about inclusion of ethnic communities to make it clearer.

- Margaret suggested that to keep the document more balanced, we need to also include cost savings.
- c. Full plan [9:25-10:05]
- Margaret pointed out that cost savings should also be included in this document.
 - Margaret suggested that we add a build out (do nothing vs. implementation of the plan) in the vital statistics or at least reference where the full build out can be found.
- IV. Review committee calendar (10 min) [10:05-10:10]
- a. Acton 2020 meetings & proposed project countdown
- Margaret will be meeting with the planning board Jan 17, and needs the executive summary complete by the 13th.
 - Committee agreed to have meetings on Jan 11th & 18th
 - With the upcoming workload, we will need to reserve every upcoming Wednesday night.
 - [add to agenda] Next week we will review the project countdown in detail.
- b. Other committee meetings
- i. Planning Board – Jan 17th
 - ii. FinCom—Jan 24th
 - iii. Board of Selectman—TBD (1/23 maybe)
- V. Brainstorm publicity plan (if time permits--30 min)
- Dick (earlier) pointed out that we should include Acton TV with our publicity.
 - [add to agenda] bring up this section next week
- a. Electronic communication—when and what to send to “friends” and others
- b. Other ideas to drive traffic to website and interest in March meeting and Town Meeting?
- c. What should we be printing/handing out to folks with quick summaries, etc?

01-04-2012 Meeting Documents

Type	Title	Owner	Edited	Size
00	1-4-12 Acton 2020 Committee Meeting Agenda	Kalexander	12/29/11	110 KB
014	I. 12-14-11 Acton 2020 Committee Meeting Minutes - Draft	Kalexander	01/03/12	67 KB
030	III.a - Plan Foreword - Draft - JSG - 12-16-11	Kalexander	12/28/11	140 KB
031	III.a - Plan Foreword - Draft - CK comments	Kalexander	01/04/12	157 KB
033	III.b. - Plan Executive Summary - Draft - 12-21-11	Kalexander	12/28/11	909 KB
034	III.b. - Plan Executive Summary - JSG comments	Kalexander	01/04/12	159 KB
035	III.b. - Plan Executive Summary - PK comments	Kalexander	01/04/12	44 KB
036	III.b. - Plan Executive Summary - KA comments	Kalexander	01/04/12	128 KB
037	III.c - Comprehensive Community Plan - E-mail - 12-27-11	Kalexander	01-04-12	7 KB
038	III.c - Comprehensive Community Plan - Draft - 12-27-11	Kalexander	01-04-12	7 KB
039	III.c - Comprehensive Community Plan - PK comments	Kalexander	01/04/12	55 KB
040	IV a - 2012 Meeting Schedule	Kalexander	12/28/11	13 KB
042	IV a - 2012 Project Countdown - KA - 1-4-12	Kalexander	01-04-12	45 KB
056	V.c. - Acton Narrative - Draft - 1-11-12	Kalexander	01-11-12	6 KB