

Acton 2020 Implementation Committee ~ Minutes

Date: October 24, 2012, 7:00 pm

Location: Town Hall, Rm 126

Attending: Kristen Domurad-Guichard (Planning Dept); Margaret Woolley Busse, Celia Kent (minutes-taker), Charlie Mercier, Mike Shailer; Marion Maxwell (CoA liaison)

I. Introductions

Mike is a new member of the Committee and everyone introduced themselves. Mike moved to Acton two years ago. Marion joined the meeting for the first time as the CoA liaison. She has lived in Acton for 46 years and was chair of the first town survey in 1980.

II. Minutes were approved with amendments

III. Reports on last week's meetings

- a. TAC meeting. Charlie reported that TAC is considering what its role should be now that the van service is in place and managed by MinuteVan. Frannie Osman is proposing that TAC serve as a transportation umbrella organization that would help coordinate transportation-related goals of other committees such as the Land Stewardship, Open Space, Sidewalk, and Rail trails. The goal is to create linkages between different forms of transportation, e.g. sidewalks to trails to bus stop. Charlie commented that the TAC committee members have not reached consensus on what their role should be. We discussed how the TAC committee might serve as the group primarily responsible for implementing Goal 3 of the 2020 Plan. In the meantime, Charlie has sent them links to the transportation-related action steps in the Plan. Charlie will be the liaison from 2020 Committee to TAC.
- b. Joint Financial Planning meeting. Celia attended this meeting which was an opportunity for committees and staff with significant financial planning responsibilities/impact from both Acton and Boxborough to get together for a facilitated workshop.
 - John Sonner briefly reviewed the goals and some of the larger cost action items from the 2020 Community Plan.
 - Xuan Kong discussed the AB School Committee's long-range strategic plan (approved December 2011), emphasizing that the schools need to create a flexibility staffing structure which is adaptable to student demographic changes, explore improvements in operational efficiency while insuring fiscal transparency, and develop investment budgets.
 - Stephen Noone presented a new long-range financial forecast tool which they hope the BoS and School Committee will also adopt. The Finance Ctee will maintain the data. Once the appropriate data is in, it will be possible to model the impact of large new expenses like capital projects, expansion or retraction of services, etc. The goal is to balance revenues and expenses more reliably, without having to depend on Reserves (made up of unspent funds from prior years plus special funds). Reserves is not a

predictable source of funds long-term. Although the Reserves fund has been fairly stable over the last several years, that is in the context of austere budgets.

- IV. Ripe Apple action items (highest and 2nd highest priority), make committee assignments
 - a. Transportation (TAC) re expanded transportation service – Charlie will follow up with them
 - b. Combining pedestrian and bike maps. Charlie will investigate what’s required.
 - c. Open Space Committee – Didn’t make a single assignment as the work with this committee involves further exploration of the purchase of development rights which can then be sold to protect open space. The 2020 Committee will work with Roland on this.
 - d. Kelley’s Corner Businesses. Margaret will reach out to schedule another meeting.
 - e. Transfer Station waste reduction – Green Acton. Sahana? (suggested liaison but need to confirm with her directly).
 - f. Explore regionalization. Margaret will touch base first with Steve LeDoux.
 - g. Involving teens in town governance. Sahana, ditto
 - h. Technology improvements and One-stop reservations/calendar – Mike will touch base with Mark Hald
 - i. Simplify sign bylaw , consider adding graphic design illustration of different sign options – Celia (touch base first with Roland on status)
 - j. Water education (on how our our water systems work; where our water resources are located, and how water flows thru withdrawal, use, and disposal of wastewater; and promote sustainable use) – not yet assigned.
 - k. Note: other environmental sustainability-related actions are the following (not discussed individually, ask Sahana what she’d like to take on):
 - 2.2.2.5: Composting
 - 2.2.3.1: Unwanted electronics (e-waste)
 - 2.2.3.2: Local hazardous waste days
 - 2.3.5.2: Promote energy-efficiency upgrade programs
 - 2.3.1.1: Renewable energy at transfer station
- V. Postponed discussion of old Kelley’s Corner plan to next meeting. Celia agreed to become the Committee resource on the earlier village plans.
- VI. Administrative Update. Kristen said Roland attended last week’s staff budget retreat. The Kelley’s Corner funding request is currently on the “B” list, but that’s not yet the final recommendation.