

Acton 2020 Implementation Committee

Meeting Minutes - February 11, 2015

Meeting called to order at 7:35 pm by Andy Brockway

Members present: Andy Brockway, Kat Hudson, Eric Solomon, John Sonner, Patricia McKnight and Nancy Gerhardt

Planning Department staff present: Kristen Domurad-Guichard

Liaisons present: Peter Berry and Ann Corcoran

Meeting Summary

Review of December 3, 2014 Minutes:

Meeting minutes from December 3, 2014 were passed by the committee.

Committee Make-up:

Kirsten reviewed the charter for the committee and clarified that the committee may have 5 full members and 2 associate members. She reminded us that an associate member can be used to achieve a quorum for a meeting if designated by the Chair.

New Member Orientation and Upcoming Business:

Andy reviewed the mission of the committee for new members. He emphasized the 2020 committee's role as facilitators of discussion among our committee and other town committees to influence and advocate for planning and action.

Kat described how 2020 has taken on a public relations and outreach role by using e-mail lists and website updates to inform the public on current issues, projects and proposals.

Andy described how the Kelly's Corner design project has its own subcommittee under the Acton 2020 committee because the project is a long term planning and design project.

He also described how the 2020 committee has formed a "Working Group" of representatives from other town committees and advocacy groups. The 2020 committee has brought this group together to share what they are working on and to facilitate coordinated activity. We felt we may not be able to bring this group together again in time to share ideas prior to April town meeting and Andy suggested that we should e-mail the other committee heads and advocacy groups to ask for an update.

Approved: 3/25/15

In March, John Sonner and Terra Friedrichs will present the committee with a proposal for a Land Bank.

The 2020 committee meeting schedule for March is TBD.

We assigned committee members to take minutes for the remainder of the upcoming year.

Ann informed the committee that the Council on Aging would like to hold a meeting with us to discuss the Senior Center Study and our collective goals for the project.

Kristen does have a working map of developable properties in Acton. It contains many caveats but is close to sharing.

Discussion of Establishing a Business Association in Kelley's Corner and Business Improvement Districts (BID):

Kristen noted that the Health Director had received information on Business Improvement Districts (BID) and the benefits they can provide to a business area. She explained that a BID is a defined local business center within which the businesses have voted to tax themselves and to jointly determine the use of those tax dollars to improve the area. Examples of what a BID may use tax dollars for are: landscaping improvements or shuttle busses. Kristen asked whether the Committee was still interested in helping to establish a Kelley's Corner Business Association. She discussed with the Health Director that this would be the first step to pursuing a BID and is an action item in the Acton 2020 Plan which the Committee previously took interest in. The group discussed this idea and decided that prior to a BID, the Kelly's Corner area would need to form a business association. However, the group felt that it was not the right time to push for the formation of a business association in Kelly's Corner. We felt a town Economic Development Officer (EDO) would be the more appropriate party to pursue this idea. The committee also expressed concern that the formation of a BID may conflict with the 2020 Kelly's Corner planning project.

During this discussion, we learned from Peter Berry that the Board of Selectmen (BOS) budget for 2016 will contain a proposal to hire an Economic Development Officer/Land Use Director. We also learned that the BOS budget will contain a proposal for a meal tax that will help fund a fixed route shuttle for Acton residents to the train station.

Outreach to Boards and Other Committees:

We moved forward with a plan for 2020 committee members to attend the meetings of other town committees and boards as liaisons and to report back to the 2020 committee. The goal of attending these meetings is to stay informed about planning around town that may impact the action items and priorities in the 2020 plan. We would like to help bring committees together to coordinate their discussions and planning efforts and to offer them our assistance in outreaching to the public.

Approved: 3/25/15

Updating website and public communication:

Kat emphasized the need to update the 2020 website. We have requested some funds from the town to do this. The town itself does not have the resources to maintain and update the website, so whatever new design platform we choose needs to be something that can be easily manipulated by volunteers on the 2020 committee. Kat has gotten feedback from web designers suggesting we should use something like wordpress or weebly. Ann suggested it may be possible to have students from the high school assist with a new design. She will follow up.

The meeting adjourned around 9:30 pm.

Proposed Meeting Minutes Schedule for 2015

February	Patricia
March	Nancy
April	Kat
May	Eric
June	Andy
July	John
August	Patricia
September	Nancy
October	Kat
November	Eric
December	John

2020 Liaison List

Andy: Acton Community Housing Corp, Design Review Board, Economic Development Committee, Historic District Commission, Planning Board

Eric: AB Cultural Council, Transportation Advisory Commission

Patricia: School Board, Commission on Disabilities, Water Resources Advisory Committee

Kat: Community Preservation Committee, Conservation Commission, Finance Committee, Green Advisory Board, Open Space Committee

John: Finance Committee, Memorial Library Trustees, Sidewalk Committee, South Acton Train Station Advisory Committee

Nancy: Recreation Committee, Senior Center Study Committee

Margaret: Finance Committee

Kristen/Roland: Planning Committee