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**TOWN OF ACTON
DESIGN REVIEW BOARD
MINUTES OF SEPTEMBER 18, 2013 MEETING**

7:30 p.m.
Room 121, Town Hall

NEXT COMMITTEE MEETING: October 2, 2013
Acton Town Hall, Rm 121, 7:30 p.m.

Present: Holly Ben-Joseph (Chair), Peter Darlow (Vice-Chair), David Horn

The meeting was called to order at 8:15 pm.

Review of Minutes

We reviewed the minutes from the August 21, 2013 meeting, and approved them as amended. Holly will make the changes and distribute to the Town for posting.

We discussed trying to reach out to the various boards in town to increase awareness of what the DRB does, and how to make better connections with the various boards that review projects. Many projects seem to go through the permitting process and start construction without appearing before the design review board or at a date too late for the DRB to make comments.

Ideally, all projects that are described as projects the DRB is allowed to review would come before us. Since one of the priorities listed in Acton 2020 report was for more Design Review.

The DRB would like to set up a time to meet in front of the Board of Selectmen to re-introduce the members of our committee to the new members of the BOS and to briefly describe how we can best serve the town. We will work with our Liaison to set up a good time.

The DRB would also like to offer support for the committees studying the Senior Center and North Acton Fire station.

The meeting adjourned at 9:15 pm.

Respectfully Submitted by: Holly Ben-Joseph